

Nottoway County Board of Supervisors

Agenda

**January 4, 2021
7:00 PM**

General District Courtroom

Call to Order **Mr. Prosis**

Invocation **Mr. Bowen**

Pledge of Allegiance

Purpose of the Meeting **Mr. Prosis**

Election of Chairman

Election of Vice Chairman **Chairman**

Other Business

Piedmont Park **Mr. Prosis**

Closed Session

Personnel - Administration

Virginia Code § 2.2-3711-A-1

*Discussion, consideration, or interviews
of prospective candidates for employment;
assignment, appointment, promotion,
performance, demotion, salaries, disciplining,
or resignation of specific public officers,
appointees, or employees of any public body...*

Actions from Closed Session

Adjournment



Nottoway County
Board of Supervisors

AGENDA

January 21, 2021

7:00 p.m.

A. CALL TO ORDER

Mr. Vaughn, Chairman

INVOCATION

Mr. Bowen

PLEDGE OF ALLEGIANCE

Mr. Vaughn, Chairman

B. APPROVAL OF AGENDA

C. MINUTES

D. DELEGATIONS FROM THE PUBLIC

E. PUBLIC HEARINGS/PRESENTATIONS

1. Audit – Robinson Farmer Cox
2. Madeline's House
Claudia Brown & Kandy Hayes
3. Resolution – Gregory Robertson
4. Public Hearing – Special Exception Request
Cell Tower
5. Public Hearing – Special Exception Request
Courthouse Estates Subdivision
6. Public Hearing – Sale of Public Land
Piedmont Park – Saad Development

F. DEPARTMENTAL REPORTS

1. Highway Department – Dianna Bryant
A. Monthly Report
2. School Board

3. Health Department
Howard Nash, MD FCAP
4. Economic Development Committee
5. Regional Jail Report &
Juvenile Detention Center
 - A. Monthly Jurisdictional Report 2020
 - B. Transportation Report – December 2020
 - C. January 2021 Agenda
6. Landfill Report
 - A. Monthly and 2020 Annual Report
 - B. Leachate Report
7. Fort Pickett Redevelopment Authority
8. Planning Commission Report

G. UNFINISHED BUSINESS

1. Registrar's Request
2. David Carmichael (Nottoway Lanes)
3. Solar Farms
4. RRMM / Animal Shelter
5. Employee Evaluations / Template
6. Procurement Policy Update

H. NEW BUSINESS

1. Emergency Services
2. Board of Zoning Appeals
Charles Simpson's Resignation

I. REPORTS, REQUESTS, RECOMMENDATIONS OF CONSTITUTIONAL OFFICERS

1. Jane Brown, Clerk
2. Robert Jones, Sheriff
3. Ellen Myatt, Treasurer
4. Christy Hudson,
Commissioner of the Revenue
5. Leanne Watrous, Commonwealth's Attorney

J. CONSENT CALENDAR

1. Budget Adjustment
Emergency Services – \$1,795.21

2. Budget Adjustment
Sheriff – \$3,137.40
3. Budget Adjustment
CSA – \$9,289.81
4. Budget Adjustment
Task Force – \$1,532.42
5. Erroneous Assessment
Terry Greer – \$142.55
6. Erroneous Assessment
Daisy Vazquez Gonzalez – \$22.15
7. Erroneous Assessment
Jason Collins – \$92.53

K. INFORMATION ITEMS

1. Nottoway Cooperative Extension Service
Eric Bowen's Resignation
2. Joint Land Use Study Facilitator
Mike Coleman's Resignation
3. Thank You Letter – Christmas Ornament
First Lady of VA & Allison Jones
4. Thank You Letter
Courier Record – Billy Coleman
5. Thank You Letter
Paris Inn – James Beverly
6. Dominion Energy
7. Commonwealth Regional Council
Monthly Report
8. Blackstone Volunteer Fire Department
Mutual Aid with Dinwiddie County
9. Sales Tax Receipts
10. Solar Farm Correspondence
11. Library – Meeting Minutes
12. VACo Chairperson's Institute & Schedule
13. VACo Position on Sovereign immunity

14. Letter
Nottoway Historical Association

15. Virginia Institute of Government
Zoom Learning Experience

L. COUNTY ADMINISTRATOR

1. Building Inspector's Report

2. Animal Control Officer's Report

3. Rabies Clinic

4. Erosion and Sediment Control Report

5. Board of Supervisors 2021 Meeting Schedule

6. CLEO Representative

7. Mold Report – Social Services

8. Camp Pickett Officers' Club Security
Rudy Elder

9. Nottoway County Website Re-design

10. Courthouse Complex Paint Bids

11. School Choice Proclamation

12. Tax Collections – Mr. Elliott

13. Health Program – Ms. Branch-Ellis

14. Piedmont Geriatric Hospital Mutual Aid

15. District 1 Housing

16. Extension Request – Intern

17. Local Government Day – Virtual

18. Commonwealth Regional Council

19. Knott House (former Registrar's Office)

20. Rules of Procedure

Closed Session

§ 2.2-3711(A)(7)

Consultation with legal counsel pertaining to
actual or probable litigation

**M. COMMUNICATIONS, INSTRUCTIONS OF
MEMBERS OF THE BOARD**

Mrs. Shekleton

Mr. Bowen

Mr. Roark

Mrs. Simmons

Mr. Vaughn

FINANCIAL STATEMENT

(Filing for Minutes)

MOTION TO ADJOURN

ADJOURNMENT

Nottoway County Board of Supervisors
March 2021 Workshop

AGENDA

Tuesday, March 9, 2021
7:00 PM
General District Courtroom

Call to Order

Chairman Vaughn

Invocation

Mr. Bowen

Pledge of Allegiance

Issues for Discussion:

Sandy River Water Resolution

Courthouse Complex Clean Up (Ice Storm 2021)

Personnel Policy

Employee Health Insurance RFP & Timeline

Emergency Operations

Closed Session

Virginia Code § 2.2-3711-A-1

Personnel – Administration

Sheriff's Office

Landfill

Social Services

Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.....

Virginia Code § 2.2-3711-A-6

Rebranding RFP Submissions

Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

Actions from Closed Session

Adjournment



**Nottoway County Board of Supervisors
MEETING AGENDA**

April 15, 2021

7:00 p.m.

Nottoway County General District Courtroom

A. Welcome

Call to Order
Invocation
Pledge of Allegiance

Chairman Vaughn

B. Approval of Agenda

Motion

C. Approval of Minutes 1-28

Motion

D. Delegations from the Public

E. Public Hearings

F. Presentations

Advantus Strategies 29-37

Robert Crockett

G. Department Reports

Virginia Department of Transportation 38-40
Nottoway County School Board
Nottoway County Health Department
Piedmont Regional Jail
Landfill Report 41-47
Nottoway County Planning Commission 48
Building Inspection / E & S 49
Animal Control 50-52

Motion (repairs)

H. Unfinished Business

Sandy River Resolution 53
Cell Tower Request 54-58
RRMM / Animal Shelter Report
IDA Appointment
Rebranding Interviews (schedule)
After Action Report 59-84

Motion

Motion

Motion

I. New Business

Landfill Billing Proposal – **85-108**
Cox Road Water Line **109-112**
Ice Storm Compensation **113-114**
County Administrator Search

Logan Presley

Motion

J. Constitutional Officers

Jane Brown, Circuit Court Clerk
Robert Jones, Sheriff
Ellen Myatt, Treasurer
Christy Hudson, Commissioner of the Revenue
Leanne Watrous, Commonwealth's Attorney

K. Consent Calendar **115-127**

Motion

Budget Adjustment – Library Technology Report -	\$ 851.40
Budget Adjustment – Police Supplies -	\$ 735.00
Budget Adjustment – CARES Grant -	\$ 3,200.00
Budget Adjustment – VFD Contributions – Operations	\$36,106.00
Budget Transfer - Piedmont Regional Jail	\$75,000.00
Permit Refund – GOFF -	\$ 113.22

L. Information Items

American Rescue Plan **128-134**
Commonwealth Regional Council **135**
Rash Letter to Southside Electric Coop **136-140**
Mayor Phil Miskovic Letter **141**
Marcus Alert System **142-146**

M. County Administrator

Virginia Tobacco Commission Revenue Sharing – Blackstone Project **147**
DEQ Letter **148-162**
Sheriff Jones Request Letter **163**
Distribution of Vehicle License Fee FY21 **164**
Courthouse Complex Repairs Bid Result **165**
1998 International Roll-Off Truck Bid Result **166**
Library Surplus Items **167**
RFP Employee Benefits Brokerage & Consultant Services
Bowling Center Fire Protection **168**

Motion

Motion

Motion

Motion

Motion

N. Members of the Board

Supervisor Shekleton
Supervisor Bowen
Supervisor Roark
Supervisor Simmons
Chairman Vaughn

Financial Statement

Motion to Adjourn

March 18, 2021

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18th DAY OF MARCH IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, DEPUTY COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Chairman Vaughn called the meeting to order at 7:00 P.M.

Supervisor Bowen provided the invocation. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda.

Supervisor Bowen makes a motion to approve the agenda with the amendments. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn acknowledges an error he made last month, misplacing a request card from a citizen that signed up to speak. He introduces a new method for delegations to sign up to include asking before closing the delegations to make sure everyone that was signed up has indeed been given a chance to speak. He lastly informs that all delegations will now be given five minutes to speak.

Chairman Vaughn asks if there are any delegations from the public signed up to speak;

1 – Sonny Abbott: Mr. Abbott addresses the need for the Freedom of Information Act (FOIA) and acknowledges comments by the Board about it being an impact to day to day operations of the County Administration. Mr. Abbott suggests that FOIA is necessary for the citizens due to the fact that the Board rarely answers their questions. He expresses appreciation to Vice Chair Shekleton for the recent detailed information she provided relating to the proposed new Animal Shelter. He questions whether the Board followed correct or legal procedures when it retained the services of the law firm Sands Anderson.

2 – William Clarke: Mr. Clarke suggests that the County business is not being done properly due to the bickering amongst the Board members; he also suggests that the small group of citizens that are causing the drama cannot run the County

3 – Chris Page: Mr. Page expresses appreciation to the Board for their combined years of service to Nottoway County. He expresses concern though that the County has shown a negative two percent growth in population over the last forty-seven years. He expresses frustration with both the County's outdated Emergency Operations Center and Emergency Operations Plan and the fact that during the recent ice storm it took five days to open an overnight emergency shelter. Lastly, he shares concerns that the Supervisors did not vote to hire a consulting firm to assist with the search for a new County Administrator. He adds that the County needs an Administration that can help it grow. He informs that he has spoken to three Supervisors and states he felt they were productive.

4 – Abbi Messer: Ms. Messer expresses appreciation to the Board for taking accountability and correcting their mistake of limiting the citizen's time to speak to three minutes. She acknowledges a recent social media post made by a County Animal Control Officer and asks if the Board plans to discipline this employee. She reads aloud an email that she sent to the County earlier in the day to make sure everyone heard it because she received no acknowledgement or reply from the County.

5 – Thomas Crews: Mr. Crews expresses appreciation to Board for increasing the citizen's time to speak to five minutes. He urges the Board to hire an emergency services coordinator and offers support to Chairman Vaughn's recommendation that the Board visit other Emergency Operations Centers. Mr. Crews acknowledges the proposed Sandy River Water agreement and suggests that it will be good for some but won't be for others; he expresses concern that the proposed resolution is not limited enough and although it has potential to be a good deal, the current wording needs to be changed.

6 - Clarence Hawkes: Mr. Hawkes states that he would like for the Board to reconsider Supervisor Simmons former proposal to relocate the Registrar's Office back to the Nottoway Courthouse, he requests the immediate removal of the confederate image from the County's website, and asks that the schematic drawings of the proposed new animal shelter be advertised for public comments

7 – Sarah Allen/Nancy Presley – Nottoway County Electoral Board: Ms. Allen announces that their Board voted unanimously to allow the Registrar to hire a Deputy Registrar; Nancy Presley, newly appointed member, informs that their Board voted unanimously to request the Registrar's Office be relocated back to the Courthouse

Supervisor Bowen congratulates Mrs. Presley on her appointment and then asks for clarification if the Board of Supervisors has to take any action on the hiring of the Deputy Registrar; she answers no. Mrs. Presley explains that the request she read to relocate the Registrar's Office back to the Courthouse was so their Board could go on record in support of the relocation.

8 – Ashley Davis: Ms. Davis advises the Board to take time for their own mental health and then remains silent for a short moment to allow them to do so. She continues by reminding the Board there is still a group of citizens actively working to have the Confederate monument removed from the Courthouse Complex. She ends with the suggestion that the Board keep its citizens in the forefront of its thoughts.

9 – Darrell Garber: Mr. Garber states that he is appalled that the Board has two active investigations and says the citizens deserve better. He informs that at the last meeting he was required to go through the metal detector before entering the Courtroom; after asking when that process began, Sheriff Jones informed him that the Board had asked him to implement this. He continues with his remarks by clarifying, through further investigation, that it wasn't the whole Board that made the request it was one individual. Mr. Garber reminds that one member shouldn't be making decisions for all others. Lastly, he expresses his anger with the fact that weapons are not allowed in the Courtroom during a public meeting. He states that such a decision should have been made by the whole Board and the public informed of it.

10 – Nathaniel Miller: Mr. Miller expresses his displeasure with the neglectful condition of Greenview Cemetery. He explains that it is not taken care of and he was informed that the County is responsible for it; he asks the County to do something about it. Secondly he raises concerns for the Blackstone citizens that live outside of Town on Cox Road (460) and the lack of accessibility to decent drinking water. He provides Chairman Vaughn a copy of letters from Citizens dating back to June 2020 making requests for water; exclaims that nothing has been done about it.

Supervisor Roark explains that he has researched Greenview Cemetery and has found potential grant funding that can help and he is hoping that with assistance from the Commonwealth Regional Council this can be obtained.

Supervisor Vaughn responds to Mr. Miller about the water line down 460. He explains that years ago there was a grant that could have completed the extension of the Town's water line down that road; states the residents didn't want to have a monthly water bill so the project was dropped. He reminds Mr. Miller that the County of Nottoway does not own a water line.

Mr. Miller interjects that some of the affected citizens have shared that Chairman Vaughn is at fault. Chairman Vaughn clarifies that is not factual and that he has been trying to find a solution for them. Mr. Miller implies that the water line extension is being withheld due to one particular resident.

11 – Sarah Allen: Ms. Allen expresses appreciation to Mr. Vaughn for acknowledging his error last month by misplacing a citizen's sign-up card. She announces the fact that while she likes each Board member individually she does not feel the same way for them as a whole Board. She explains that it is because they can't get anything done but however does express appreciation for their service.

The Board receives the following Department reports:

1 - Highway Department:

A – February 2021 Nottoway Area Headquarters Maintenance Report

B – Work Session for Secondary Six-Year Plan needs to be scheduled; will schedule for April 15, 2021 prior to the regular Board meeting

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on March 11, 2021; minutes of a regular meeting of the Nottoway County School Board meeting held on February 10, 2021, minutes of a special called meeting of the Nottoway County School Board held on February 22, 2021

3 - Health Department: comparison of vaccination rates with neighboring counties

4 - Economic Development Committee: Deputy Administrator Prorise announces that the Economic Development Committee (EDC) has been eliminated as have other committees and suggests that in the future, the Board may wish to call special meetings with the Towns to discuss future economic development prospects; he further suggests using the former EDC meeting date of the fourth Thursday of the month when needed

5 - Regional Jail Authority Report & Juvenile Detention Center: Agenda for the Piedmont Regional Jail Authority Board meeting scheduled for Wednesday, March 17, 2021, Minutes of the Piedmont Regional Jail Authority Board meeting held on February 17, 2021, February 2021 Piedmont Regional Jail Authority Transportation Report, December 2020 thru February 2021, Piedmont Regional Jail Authority Jurisdiction Report, February 2021 Piedmont Regional Jail Authority Revenue report

6 - Landfill:

A - February 2021 Waste Report; average of 43.91 tons of waste per day

B - February 2021 Daily Leachate Disposal Records; a total of 852,000 gallons were hauled in 188 loads

7 - Fort Pickett Redevelopment Authority: Request from Keith Abbey, a shop supervisor at Ft. Pickett for the Department of State's FASTC, to lease LRA building 2357 (old UAV Pro building) for vehicle storage; a one-year renewable lease

8 - Planning Commission: Deputy Administrator Prorise informs that the Planning Commission did not meet for March

9 - Building Inspector's Report: report period February 2021

10 - Animal Control Officer's (ACO) Report: report period February 2021

A - Nottoway County Animal Shelter has been awarded \$10,000 from the Virginia Federation of Humane Societies (VFHS). The funds are to be used for direct animal care, include vetting, animal food/medication/supplies (such as collars, leashes, beds, toys), and improvements to animal kennels and exercise areas. Acceptance of the funding requires a signature on a Memorandum of Understanding (MOU) between the Virginia Federation of Humane Societies and Nottoway County Animal Shelter; disbursements will be payable in increments upon receipt of the signed MOU.

Supervisor Roark makes a motion to accept the funding award and authorize Deputy Administrator Prorise to sign the Memorandum of Understanding. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board revisits the following Business:

1 - Sandy River Resolution: Deputy Administrator Prorise announces that the meeting with the Towns to discuss this issue needs to be rescheduled; the meeting will be tentatively scheduled for the second of April

2 - Tillman Infrastructure Cell Tower Request: Deputy Administrator Prorise informs that he will try to reschedule the meeting with AT&T for a question and answer session concerning this issue at the April regular Board meeting

3 - RRMM / Animal Shelter Report: Supervisor Shekleton states the architect is still on track for the April deadline to present the conceptual design and potential budget

Citizen William Clarke interjects from the audience and makes a suggestion that the new animal shelter include space for citizens pets in the event of needing shelter during an emergency

Citizen Kathie Kingery speaks from the audience reminding the Board of their own rule to not allow public interruptions during the meeting.

Supervisor Roark clarifies that before any final decisions are made on the new Animal Shelter there will be public hearings held.

4 - IDA Appointment: Supervisor Simmons informs that she may have an appointment but needs to confirm with the individual first

The Board considers the following new business:

1 – School Resource Officer Incentive Grant Program: It is time to apply for the next round of funding; authorization is needed to sign the grant documents. Supervisor Simmons moves to authorize Deputy Administrator Prorise to sign the School Resource Officer Incentive Grant documents. The motion receives a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Ice Storm Compensation: Finance Director Tomer informs that this report isn't completed yet and will be brought to the Board when it is; Supervisor Simmons asks that it be put on the agenda for the April regular meeting

3 – Convenience Center Operating Hours: Supervisor Roark asks the Board to consider funding in the proposed Budget for increasing the operating hours of the waste convenience centers to 7AM – 7PM seven days a week. He adds that when the ice storm hit and the hours were extended the citizens were happy about it. Chairman Vaughn states the Board will take the request under advisement during the budget process.

Supervisor Bowen asks if Supervisor Roark would be willing to compromise on his request due to financial restraints. He adds that he is in agreement that the hours need to be extended.

4 – Frank Carlo / Southside Electric Cooperative (SEC): Supervisor Roark explains that Mr. Carlo needs help getting three-phase power to his property located just outside of the Blackstone corporate limits. He acknowledges that Blackstone has made repeated proposals to SEC and they have not been willing to cooperate and asks if the County can forward a letter to SEC asking for them to reconsider the Towns offer.

Supervisor Shekleton asks if anyone knows why SEC isn't willing to cooperate. Blackstone Mayor Billy Coleburn is in attendance and explains there is an existing three-phase line within 0.2 miles of Mr. Carlo's property. He states that the Town has offered to assist SEC with the project, with Blackstone gaining no profit, but they won't agree due to some financial "ratio" that would affect them as a result.

Chairman Vaughn explains that the County has offered assistance in the past to no avail but the County can certainly send them a letter; albeit it won't do any good until Southside Electric Cooperative and The Town of Blackstone can reach an agreement. Supervisor Roark adds that Southside Electric may be in a giving mood right now.

Supervisor Bowen makes a motion to appoint Deputy County Administrator John Prorise as Interim County Administrator effective April 01, 2021, as Zoning Administrator effective April 01, 2021, and to confirm his prior appointment as Clerk to the Board to continue on and after April 01, 2021. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen makes a motion, that with his knowledge and agreement, the Board terminate its current engagement with Preston Williams as Nottoway County Attorney, and that the Board ratify the October 12, 2020 with Sands Anderson for legal services, and that the Board appoint Sands Anderson as the Nottoway County Attorney; all effective immediately. The motion received a second from Supervisor Simmons. Following a roll call vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	No
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Citizen Chris Page speaks out from the audience with concerns that the Board had just fired its Attorney to hire another that had already provided services as far back as October 2020. He suggests the recent FOIA violations and resulting Court proceedings didn't make that action seem very logical.

The Board heard the following reports, requests, and recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: addresses recent 2nd amendment concerns relating to citizens not being allowed to bring firearms into the Courthouse; he states his position that a Courthouse is always a courthouse no matter what business is transpiring in the Building. He adds that the Judges and the County Attorney have taken the same position as he and reads aloud a letter from the Nottoway District Court judges to that affect; cites Code of Virginia Section 18.2-283.1

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: nothing to report

Chairman Vaughn presents the CONSENT CALENDAR:

1 – Refund Amanda Leigh Smith \$31.74 for an erroneous personal property assessment for tax year 2020

2 – Refund Brian Drewery \$37.20 for an erroneous personal property assessment for tax years 2019 and 2020

3 – Refund Freddie Michael Hill \$374.17 and Sandra Hill \$6.38 for erroneous personal property assessments for tax year 2020

4 – Refund Mr. & Mrs. Edward H. Jones \$108.81 for an erroneous personal property assessment for tax year 2020

5 – Budget Adjustment – Sheriff - \$451.85

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$451.85</u>
		<u>\$451.85</u>

REVENUES:

4-100-31020-5409	Police Supplies	<u>\$451.85</u>
		<u>\$451.85</u>

6 – Budget Adjustment – Rescue Services - \$702.93

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$702.93</u>
	(refund of training funds)	<u>\$702.93</u>

EXPENDITURES:

4-100-32030-7007	Emergency Services Training	<u>\$702.93</u>
		<u>\$702.93</u>

7 – Budget Adjustment - E911 - \$206,606.48

REVENUES:

3-212-12020-0080	Text-to-911 Grant	<u>\$206,606.48</u>
		<u>\$206,606.48</u>

EXPENDITURES:

4-212-31040-8002	Text-to-911 Grant	<u>\$206,606.48</u>
		<u>\$206,606.48</u>

8 – Budget Transfer – Legal Services - \$25,000

Supervisor Roark makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy County Administrator Prorise presents the following information items:

1 - Commonwealth Regional Council February 2021 Items of Interest

2 – Update from Commonwealth Regional Council on the Comprehensive Plan

3 – Sales Tax Receipts

4 – Piedmont Senior Resources Newsletter

5 – Section 1.2.2.1 of the State Board of Elections Handbook

6 – Code of Virginia §18.2-283.1. Carrying weapon into courthouse, Article III. Division of Powers from the Constitution - Section 1. Departments to be distinct and Article I. Bill of Rights – Section 13. Militia; standing armies; military subordinate to civil power

7 – Nottoway County Public Library Board of Trustees Meeting agenda for March 17, 2021, minutes of the Nottoway County Public Library Board of Trustees meeting held on February 24, 2021

8 – Virginia Cooperative Extension Nottoway County Agriculture Damage Assessment Report from the February 13, 2021 ice storm, information on the United States Department of Agriculture Disaster Assistance Emergency Conservation Program

9 – Registration information for the Virginia Association of Counties Supervisors' virtual Forum to be held April 29-30, 2021

10 – Letter – Town of Crewe - Brian S Thrower, Manager: the Town of requesting the Board of Supervisors all both entities, along with respective attorneys, proceed with putting an agreement together for both governing bodies review relating to Town's proposed boundary line adjustment

11 – Portable generator bids for the Nottoway County Landfill Scale House, obtained by Nottoway County Building Official Dean S. Lewis based on need; the lowest bid for a Generac 8KW generator of \$1,099 was obtained from Bevell's Hardware.

Supervisor Roark makes a motion to authorize the County Administrator's Office to purchase the 8KW Generac portable generator from Bevell's Hardware at a price of \$1,099. The motion received a second by Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen expresses concern with the Board seemingly micromanaging; cites the portable generator as a prime example. He addresses the fact that requiring matters like this to come before the Board is giving no authority to the County/Deputy County Administrator.

12 – Advertisement announcement for a request for quotes for the cost of an After Action Review (AAR) due to the recent Winter Ice Storm that greatly impacted Nottoway County; emailed to six companies recommended by the Virginia Department of Emergency Management

Deputy County Administrator Prorise informs that currently there have been two submissions.

13 - Advertisement of a Nottoway County Landfill vehicle offered for sale at sealed bid; 1998 International Roll-Off Truck; VIN #1085

Assistant County Administrator Prorise presents the following correspondence:

1 – Courthouse Complex Repairs Ad: Vice Chair Shekleton makes a motion to approve the advertisement. The motion received a second from Supervisor Simmons.

Supervisor Roark asks for the job to include handrails for the steps at the General District Court. Supervisor Bowen informs that the hand rails can be added to the job as a change order so long as it doesn't exceed 20% of the bid accepted. Following a voice vote, Vice Chair Shekleton's motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Regional Joint Information Plan: Deputy Administrator Prorise explains that this is a Plan that will allow for Counties to work more closely together, in the event of an emergency or natural disaster. Supervisor Roark makes a motion to authorize the County Administrator's Office to send a letter of support for the Regional Joint Information Plan. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Erosion and Sediment Control Technician: Deputy Administrator Prorise explains that former E&S Technician Phillip Moore resigned and as a result, Nottoway County Building and Code Official has obtained his certification. Mr. Lewis is asking that the \$4,000 budgeted for Mr. Moore's position be added to his current salary to perform those same duties. Supervisor Roark makes a motion to increase the salary of Dean Lewis, Nottoway County Building and Code Official by \$4,000 as compensation for the increased duties as a result of his successful completion of his Erosion and Sedimentation Control Technician certification. The motion received a second from Vice Chair Shekleton.

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Draft Request for Proposals (RFP) template for Employee Benefits Brokerage & Consultant Services: Vice Chair Shekleton provides the Board with a possible template for advertisement; she informs there is a critical timeline to maintain in order to stay on schedule with the County's insurance renewals.

Vice Chair Shekleton makes a motion to approve the template for the RFP for the insurance services. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 – Census / Redistricting: Deputy Administrator Prorise informs of recent announcements concerning the completion and release of the 2020 census information. He states it was originally expected to have the information in April 2021 but now isn't expected to be available until September 2021.

Chairman Vaughn opens the floor to communications from members of the Board:

Vice Chair Shekleton has nothing to discuss.

Supervisor Bowen shares a citizen request from citizen Daphne Norton to implement the Trustee Trash Pick-up Program with Nottoway Correctional Center or even a Community Service Program. He explains the basis for the request is the amount of trash that is collecting along the roadways. Deputy Administrator Prorise states he would send a letter to Nottoway Correctional Center and see what can be done.

Supervisor Roark states that he supports Supervisor Bowen's suggestion to have the Trash Pick-up Program implemented. He states that he currently has a request in for trash pick-up assistance on East Courthouse Road near the Landfill. Additionally, he shares some information from the last Nottoway Department of Social Service Board meeting; 22% of people of all ages are living in poverty in Nottoway County and 27% of children under 18 years old are living in poverty in Nottoway County.

Supervisor Simmons shares citizen complaints about neighboring properties being derelict and asks the Board to be thinking about a way to remedy this.

Chairman Vaughn informs that he received two citizen requests to have letters read aloud at the night's meeting; one from Mr. Greg Eanes and another from Mrs. Christine Easterling-Davis. He explains that he will not be reading either; Mr. Eanes' letter was printed entirely or in part in the local newspapers and Mrs. Easterling-Davis' letter contained a subject matter that the Board has no control over. He adds that he will be advising Mrs. Easterling-Davis to forward her letter to the local newspapers for printing.

March 18, 2021

Supervisor Simmons reads aloud a resolution from Town of Crewe mayor Phil Miscovic recognizing the extraordinary efforts of the County's first responders and its community members during and after the recent catastrophic ice storm.

Deputy County Administrator John Prorise reads aloud a prepared statement announcing his intentions to retire no later than June 30, 2021. Chairman Vaughn states that he has worked with Mr. Prorise during all of his 27 years at Nottoway County and that he has been an excellent employee. He adds that recent events that involved him were deplorable and should not have happened. He expresses a desire to continue to utilize Mr. Prorise in some way in the future.

Supervisor Roark makes a motion to accept Deputy County Administrator Prorise's retirement announcement. County Attorney Vivian Giles interjects to inform that the Board does not have to accept the retirement as it is a personnel matter. Supervisor Roark withdraws his motion.

There being no further business to come before the Board, Supervisor Bowen makes a motion to adjourn the meeting until Monday, March 22, 2021 at 7:00 PM at the Camp Pickett Officer's Club, located at 3951 Military Road, Pickett Park, Blackstone, Virginia, 23824.

Chairman Vaughn adjourned the meeting at 8:35 PM

Chairman

Deputy Clerk

January 21, 2021

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 21ST DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, DEPUTY COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda.

Supervisor Roark informs that he would like to add 2.2-3711 A 1, the discussion of Personnel, to the closed session.

Supervisor Roark makes a motion to approve the Agenda. The motion received a second from Supervisor Bowen. Before a vote is taken, Vice Chair Shekleton asks to revise the closed session addition with the inclusions of Virginia Code Section 2.2-3711 A 8, consultation with legal counsel regarding personnel matters and procurement.

Following a voice vote, Supervisor Roark's motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton makes a motion to revise the closed session to include consultation with legal counsel (2.2-3711 A 8). The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the December 17, 2020 regular meeting and the January 04, 2021 work session were presented. Supervisor Roark moves to receive and adopt the December 17, 2020 and January 04, 2021 minutes as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks if there are any delegations wishing to speak;

Ronald Frisby: he shares his concerns about the lack of action from the Nottoway County Department of Social Services as it related to a personal situation. He expresses appreciation to Supervisor Roark for his efforts in helping resolve the matter.

Supervisor Bowen asks for clarification from Supervisor Roark, who is a sitting member of the Nottoway County Department of Social Services (DSS) Board; was this matter brought before his Board. Supervisor Roark explains that the next meeting of the DSS Board will be in February. He adds that what happened to Mr. Frisby was unfortunate.

Thomas Crews: reminds the Board of the unnecessary referendum scheduled to be on the ballot for November and continues to urge each of them to vocalize where they personally stand. Secondly he expresses a desperate need to promote COVID awareness. Lastly he reiterates the need for the Board to establish a committee on broadband.

Supervisor Bowen suggests that, while the Board could establish a committee, it will take a regional approach to be successful. He explains that the Commonwealth Regional Council is working on such an application method.

Supervisor Roark informs Mr. Crews that he has information related to COVID and will gladly share this with him.

Seth Maughan: Informs that his firm, SOLENESCO, has a solar farm application pending in the County (Dickerson Creek Project) and hopes they can be the County's pilot project. He adds that his firm is willing to offer any assistance, or an industry perspective, should the Board request.

Sue Yeatts: shares her concerns with the elimination of Committee appointments and the obvious fact that the subject matter had been discussed among some Board members prior to the night's meeting; she acknowledges Chairman Vaughn's efforts to replace the term eliminate with suspend. She asks what the Board's plan is to include the public in on the County's business; suggests this goes against Supervisor Roark's election platform for transparency. She urges that the citizens have reasons to be concerned and asks what steps the Board has taken to properly accept the recent retirement/resignation of County Administrator Roark.

Supervisor Bowen attempts to offer a reply in response to Mrs. Yeatts' comments. Following a spirited disagreement between the two parties, Chairman Vaughn makes it clear that the meeting would not be disrupted by citizens.

Sonny Abbott: Mr. Abbott asks for a few clarifications about the handling of County Administrator Ronnie Roark's recent retirement announcement and the process for moving forward. He also asks how the elimination of appointed Committees will be handled; will they be now led by one Board member. Lastly, Mr. Abbott asks if the Board is aware that there are petitions being circulated to remove three of the members from Office; will this impact how the business of the County will be handled.

The Board hears the following presentations:

1 - Robinson, Farmer, Cox Associates: Mr. Paul Lee presents to the Board the completed Nottoway County Audit for the fiscal year ending June 30, 2020. He acknowledges that even with the difficulties of completing a financial audit during the pandemic, there were no federal compliance issues nor material weaknesses to report. He states that the School's Title I issues reported in the FY19 audit were corrected. He reports that the County's fund balance dipped by about \$900,000 due to a loan to the Landfill fund from the General Fund but adds that the County's tax collection rate is still good at 98%.

Mr. Lee reports on the Federal CARES Relief Funds, these were not spent prior to June 30, 2020 so that funding was deferred until FY21; the FY20 ending Fund balance does not include any of the CARES Act funds. He informs of the expectations for the coming year that Federal compliance will zero in on these funds. Lastly he urges for compliance with the required economic interest statements that must be filed annually; he explains that members of the County's Industrial Development Authority haven't been submitting them as they should.

Supervisor Roark asks Auditor Lee if the Audit report is accurate in its declaration that there were no deficiencies found. Mr. Lee answers that is correct. Supervisor Bowen asks Auditor Lee if they found any County funds missing. Mr. Lee answers there are no missing funds.

2 – Madeline's House: Ms. Kandy Hayes, Domestic Violence Program Director provides the annual report for the Organization; she explains the services that the Program provides and states they now allow victims to bring their pets with them

3 – Resolution: Mr. Gregory Robertson asks the Board to consider adopting the Resolution he reads aloud to them; declaring Nottoway County a 1st Amendment Sanctuary and essentially asking them to disobey the Governor's order to limit public or social gatherings. Mr. Robertson reminds everyone that they all took an oath to uphold the Constitution.

Vice Chair Shekleton asks Mr. Robertson if Bedford County is the only locality that has chosen to adopt such a Resolution. He answers that yes this is correct but that they shouldn't be. Supervisor Shekleton acknowledged Bedford County who was recently advised by its legal counsel that it has no authority over the Governor's executive orders or the Constitutional Officers.

Supervisor Bowen exclaims that he will not order the Sheriff to do anything; he was elected for a reason. Supervisor Roark states that the Bill of Rights is one's god given rights as a citizen of the United States; and there are Courts for citizens to appeal to. He adds that this is a pandemic issue not a Constitutional issue; this is a political issue. He states that the Board Rules of Procedure say they are not to engage in conversations of a political matter.

The Board held the following public hearings:

1 – Special Exception Request: Request from David Amory, agent for Tillman Infrastructure, LLC to place a communications tower on property located off McCune Road in Blendon District. The property is zoned A-1 Agriculture and is owned by Shirley S. Daniel. This request is made pursuant to §2-1-4-11 of the Nottoway County Zoning Ordinance – Uses Permitted by Special Exception – Telecommunications Tower – freestanding

Chairman Vaughn asks if there is anyone present wishing to speak in favor of the Tillman tower request;

Lisa Murphy, a representative for Tillman Infrastructure, LLC, explains why the Tower request should be approved; she details the benefits to AT&T who has made a request for expanded coverage. She states that there no citizen objections to the tower, nor locality objections; only objections from the adjoining tower company.

Chairman Vaughn asks if there is anyone present wishing to speak against the Tillman tower request;

Ed Donahue, representative of the existing tower owner SBA, speaks to the fact that the new tower request has strictly a financial motive. He suggests of a plan from Tillman to put up these new towers near each existing tower so as to secure leases from one tower to the other. He explains that the original SBA tower was built to AT&T specifications with no indication that it wasn't sufficient.

Supervisor Bowen informs that the Planning Commission's recommendation, that was not unanimous, was weak support for the tower request. It is his wishes to table action on the request

Deputy Administrator Prorise will reach out to AT&T and seek additional information from them as it relates to their request to Tillman Infrastructures.

Supervisor Roark makes a motion to remand the cell tower request back to the planning commission. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Special Exception Request – Courthouse Estates Subdivision: Request to establish Courthouse Road Estates Subdivision; eight lots located off Route 625, East Courthouse Road, approximately one mile west of the Blackstone town limits in Blendon Magisterial District. The property owner and subdivider is Frank Carlo.

Chairman Vaughn asks if there is anyone present wishing to speak in favor of the Courthouse Road Estates Subdivision request; property owner Frank Carlo was present but does not wish to speak.

Chairman Vaughn asks if there is anyone present wishing to speak against the Courthouse Road Estates Subdivision; there is no one present wishing to speak but a letter has been submitted by adjoining landowners Joseph and Margaret Monahan expressing opposition; Supervisor Simmons reads the letter aloud.

Supervisor Bowen reports that the Planning Commission heard this request and recommend approval. Supervisor Bowen makes a motion to approve the Frank Carlo request to establish the eight lot Courthouse Road Estates Subdivision. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Sale of Public Land – Piedmont Park: 17.28+/- acres fronting on VA State Route 723 at Highway 460, Burkeville; sale to SAAD Development

Deputy Administrator Prorise states this is a public hearing to receive citizen comments of the sale of 17.28+/- acres of land fronting on VA State Route 723 at Highway 460 in Burkeville. He adds that this is the Piedmont Park property that was sold to the County from the Commonwealth of Virginia quite a few years ago.

Chairman Vaughn asks if there is anyone to speak for the Piedmont Park land sale.

Citizen Susan Yeatts states that while she is not familiar with the property, she has been involved in some talk about Piedmont land recently and would like some clarification on the history of this property.

Deputy Administrator Prorise explains that this property is part of a farm. That Piedmont Geriatric Hospital was a sanatorium back in the old days and that this particular property was part of that campus. He continues that they actually raised agricultural products on the property for the benefits of the patients there.

Chairman Vaughn asks if there is anyone to speak against the Piedmont Park land sale.

Citizen John Schutt, explaining that he is both a Burkeville resident and nearby property owner, states he isn't speaking against the sale only speaking to get more clarification. Mr. Schutt acknowledges the understanding that the seller is a developer and the planned use for the property is some type of distribution center. Mr. Schutt asks if the County will receive any tax benefit aside from placing the property back on the tax rolls. Mr. Schutt urges that the accepted per acre sale price suggests the property is pretty valuable. Mr. Schutt expresses concern for the traffic impacts on the already dangerous intersection of Route 723 & Highways 360 and 460. He adds that while there are planned improvements for the intersection, Virginia Department of Transportation representatives have acknowledged that these will not reduce the quantity of accidents only the severity. Lastly Mr. Schutt asks if this proposed development will have a positive financial impact for Burkeville; will it provide well-paying jobs. He asks if there are time sensitive restrictions and/or specific allowable uses included as part of the sale.

Citizen Sonny Abbott asks if the Virginia Department of Transportation had any input on the traffic safety impact of the proposed development. Chairman Vaughn states that this property has access from both Highway 360 and 460.

Supervisor Roark offers some clarification for Citizen Abbott. He explains that representatives from the Virginia Department of Transportation have stated that until something is there {development to the property}, they will not make any improvements. Deputy Administrator Prorise confirms this.

Deputy Administrator Prorise states that the Company that is proposing to purchase the property has done their due diligence, has done the investigation, and are obviously feel satisfied with what has to happen in order to develop the full property. He explains that the tenant being discussed, the Distribution Center, is just one of hopefully many other tenants they will be able to find for the property. He adds that they do already have one lined up.

Supervisor Roark asks can it be safe to say that the expectations of a Walmart™ distribution center is not what citizens will see on this property. Deputy Administrator Prorise answers no and adds that this is fairly small operation distribution center. He adds that this property has been in County hands for quite a long, long time; the County sent the property to a professional broker to try to sell it for us and they have had virtually no interest in the property. He also states that in most economic development situations, the first business that goes in makes it easier for the second business to go in.

Supervisor Roark informs Mr. Schutt that there is no water and sewer on the property. Deputy Administrator Prorise adds that the proposed purchaser is aware of this also.

Supervisor Bowen asks for confirmation that, if the property is sold, that any potential developer will have to go through the Virginia Department of Transportation to obtain required permits. Deputy Administrator Prorise answers with absolutely. He adds that as far as allowable uses for the property are concerned, this is no different than any other property; they are governed by what the Nottoway County Zoning Ordinance allows. He continues by stating that if a proposed use is not currently in the Zoning Ordinance, the Board has the option to amend it or not amend it for that use.

Chairman Vaughn asks if there is anyone else that would like to speak.

Town of Blackstone Mayor Billy Coleburn is in attendance and speaks from the audience. He acknowledges a County property sale a few years ago just outside of Blackstone {Nottoway Commons} and asks why the Burkeville property is more valuable than this one. Secondly he asks if there is a timetable for improvements or can the property just sit undeveloped.

Deputy Administrator Prosisie explains that the value difference between the two properties is that the Burkeville property is nearly 100% developable; the Blackstone property is not. He adds that Piedmont Park has excellent access from two major roads that see 12,000 to 13,000 vehicles per day, and has high visibility. He states the property has a potential to be developed in a very short period of time; with someone owning it that has every incentive to do so.

Mayor Coleburn again asks if there is a timetable for the purchaser. Deputy Administrator Prosisie answers no as far as the development is concerned. Mayor Coleburn rephrases his question; if the sale goes through tomorrow can the developer potentially just have it for investment purposes and not break ground on it. Deputy Administrator Prosisie explains that the County could not have made the deal if there had been any prohibitions against any timelines. He adds that the reason the Company looked at the property to begin with is because they had a tenant who wanted to be in that area with those two major highway transportation corridors.

Chairman Vaughn closes the public hearing on the sale of the land and asks the Board what was their pleasure on the sale.

Supervisor Bowen, acknowledging that the property is in his district and since being elected has had great expectations for getting this property developed, makes a motion to approve the sale of the 17.28+/- acres of public land, known as Piedmont Park, to SAAD Development. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board receives the following Department reports:

1 - Highway Department:

A – December 2020 Nottoway Area Headquarters Maintenance Report

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on January 15, 2021; minutes of a regular meeting of the Nottoway County School Board meeting held on December 10, 2020, minutes of a work session of the Nottoway County School Board held on December 14, 2020, minutes of Governance Training hosted by the Virginia School Boards Association held on January 09, 2021, Memorandum from Nottoway County Public Schools Superintendent Tameshia Grimes presenting the FY22 Budget considerations and requests

Deputy Administrator Prosisie informs that Superintendent Dr. Grimes has requested to hold a joint meeting between the School Board and the Board of Supervisors; sometime in either February or March. Chairman Vaughn requests that this meeting be scheduled in March.

3 - Health Department – Howard Nash, MD FCAP: 1-B Tier vaccinations being, they are requesting for citizens to call the Office and provide the necessary information to get put on the vaccination schedule

4 - Economic Development Committee: Deputy Administrator Prosisie announces there will be a meeting held on Thursday, January 28, 2021

5 - Regional Jail Authority Report & Juvenile Detention Center: October 2020 thru December 2020 Piedmont Regional Jail Authority Jurisdiction Report, December 2020 Piedmont Regional Jail Authority Transportation Report, Agenda for the Piedmont Regional Jail Authority Board meeting scheduled for January 20, 2021; Deputy Administrator Prosisie announces that Supervisor Roark, Chairman Vaughn and himself participated in the latest virtual meeting.

6 - Landfill;

A - December 2020 Waste Report; average of 52.66 tons of waste per day; January 2020 thru December 2020 Waste Report; average of 58.54 tons per day

B – December 2020 Daily Leachate Disposal Records

Deputy Administrator Prorise reports that due to the record wet year, Landfill staff has faced a constant struggle trying to maintain the leachate pond at acceptable levels. He suggests that at Budget time he will be presenting some estimates on a potential pond modification as well as for the purchase of a water truck. He adds that should the option of purchasing a truck be chosen, there is adequate Landfill staff to accommodate the hauling. This would allow the current expense of having Edmonds Waste Removal do the hauling significantly reduce if not be eliminated.

7 – Fort Pickett Redevelopment Authority: Deputy County Administrator Prorise reports that bids are currently being sought for water damage repairs to LRA Building 2361, Military Road

LRA Director John Hill has expressed concerns about potential snow removal at Pickett Park; suggests the Board consider either purchasing the necessary equipment for staff or look at contracted services

Planning Commission: Deputy Administrator Prorise informs that the Commission met to elect officers; re-electing Ben Perry as Chair and Kirby Woolfolk as Vice-Chair. Additionally, they held public hearings on the Tillman Tower and the Carlo Subdivision request.

The Board revisits the following Business:

1 – Request – Angela R. Stewart, Registrar: Registrar Stewart is requesting the Board's authorization to utilize current funding in her Budget to hire a new full-time position due to new requirements enforced by the State Board of Elections

Supervisor Bowen refers to a Virginia Code section provided by Registrar Stewart; asks if she works for the Department of Elections. Finance Director Tomer explains that the salaries for both the General Registrar and the Electoral Board are both set by the State Board of Elections but do not reimburse the locality at 100%.

Vice Chair Shekleton states that her understanding is that Registrar Stewart answers directly to the Electoral Board and that Board answers to the State Board of Elections. She suggests that the personnel request should go back to the Electoral Board for their approval, at which time the Board of Supervisors would entertain the request for the repurpose of the budgeted funds.

Chairman Vaughn acknowledges Electoral Board Member Sonny Abbott in efforts to obtain clarification; Mr. Abbott states that he cannot offer that clarification and there is another Electoral Board member present also; Sarah Allen.

Supervisor Roark asks if the matter can be tabled until the Electoral Board meets in February. He also states that he was ready to make a motion to deny the request and move on. Supervisor Bowen states that he would be willing to do the opposite; make a motion to approve it.

Electoral Board member Sarah Allen speaks up informs that Registrar Stewart can hire who she pleases but must follow procedures, and that she works at the pleasure of the Electoral Board.

Chairman Vaughn interjects that the Board will table Registrar Stewart's request until after the Electoral Board meets in February.

2 – Lease renewal – Nottoway Lanes: Finance Director Katy Tomer informs the Board that she has been in communications with Nottoway Lanes Operator David Carmichael and it is his desire to continue to operate the facility; if he can maintain the current lease terms and the lease is renewed for a minimum of two years.

Vice Chair Shekleton expresses hesitation to extend the current lease for such another two years; suggesting that while he expresses his willingness to continue operations he didn't provide any plans as to how he intends to do so. Additionally she asks for clarification on who owns the equipment in the building; Mr. Carmichael refers to his equipment in the correspondence. Lastly, she expresses her desire to have Mr. Carmichael provide a business plan for the proposed reopening.

Supervisor Roark expresses agreement with Vice Chair Shekleton's comments and adds that he feels the more appropriate thing to do is put the facility up for sale. He states this his understanding of the facility is that a new tenant should be able to walk in and open the facility with the County's existing equipment.

Supervisor Simmons explains that both she and Supervisor Bowen have met with Mr. Carmichael in the past and that he isn't always forthcoming with his words; it is hard to get a straight answer from him on his intentions. She suggests offering Mr. Carmichael a six-month lease extension. Supervisor Bowen disagrees with Supervisor Simmons, a six-month lease does not allow for maintaining quality staffing.

Supervisor Bowen states he would be willing to make a motion to approve a two-year lease extension. Vice Chair Shekleton makes a motion to offer Mr. Carmichael the option to extend the current lease for a maximum of 90 days to allow him time to provide the additional information the Board is requesting. The motion received a second by Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	No
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Solar Farms: Deputy Administrator Prorise reminds all that the Board heard the Planning Commission's recommendation to join a local government consortium of members with Advantus Strategies in order to help the County amend and improve its commercial solar farm article in its Zoning Ordinance. He provides the Board with some typical information that Advantus supplies its constituent members. The Board needs to make a decision to participate or not; the group is still interested in having the County join and have been sending Nottoway information as a good faith measure.

Vice Chair Shekleton informs of some information she obtained from another County that is already a member of the Coalition, along with the Counties of Lunenburg, Mecklenburg, Appomattox, Charlotte, Halifax, King and Queen, Sussex, Prince George and Richmond, and they have found it to be of great benefit and provides examples of how.

Supervisor Roark, after receiving confirmation that this Organization requires an annual renewal, makes a motion to join the Advantus Strategies Consortium and pay the dues for the first year. The motion received a second from Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy Administrator Prorise announces that he will set up a joint meeting with the Planning Commission and the Board of Supervisors and Advantus representatives.

4 – RRMM/Animal Shelter: Vice Chair Shekleton explains that she and Supervisor Bowen met with the architect and he has subsequently provided an engagement letter with a scope of work and a questionnaire for the County to complete that will collect a variety of information related to the current animal intake at the existing shelter. Deputy Administrator Prosise interjects that the County has provided all the information to RRMM that they have requested.

Vice Chair Shekleton offers responses to some questions previously asked by citizen Sonny Abbott. She states that Jack Boswell has offered to gift to the County a site in Burkeville and the Board has agreed to accept the gifted site providing there are no site engineering problems discovered in the future. She clarifies that the Boswell site contains approximately 2.25 acres and more is available if needed. She acknowledges concern that the chosen architect may be duplicating work that was performed in the initial study; the architect confirms that the original study does contain a great deal of useful information that will be referenced, however they plan to expand upon this information by gathering a variety of data that will be critical to right-sizing the new facility. RRMM plans to provide more detail and clarity to the existing study by working with the County to answer these critical questions. She adds that RRMM's current scope of work includes providing the County with a programming report, which will include an opinion on probable cost that will include site work soft costs and proposed contingencies; additionally their study will provide recommendations for the new site in terms of location, the service area, visibility, access, suitability, parking, and site size. The architect plans to provide a conceptual design, including size, based on a needs assessment developed from the information received from the County. From this conceptual design and their opinion of cost, the County will work with the architect in right-sizing the building; considering needs and budgetary constraints. The architect has noted, that from the original study, a 7700 square foot facility was recommended; RRMM does not believe this large size will be needed. She adds that the County and the architect are both cognizant of costs and other factors and believes RRMM is going about the project in the right way; they will be partnering with Shelter Planners of America.

5 – Employee Evaluations / Template: Supervisor Roark states he would like to move forward with employee evaluations beginning in March and to adopt the template that was previously provided to them.

Supervisor Roark makes a motion to allow the County Administrator to move forward with employee evaluations begin in March 2021 and recurring annually during the same month.

Supervisor Bowen suggests that March may prove problematic as it is in the middle of Budget time. Supervisor Shekleton adds that the approaching staff transition could prove problematic as well.

Supervisor Roark withdraws his first motion. He then makes a motion that prior to April 1st, Deputy Administrator Prosise will have the ability to complete all employee evaluations. Supervisor Simmons interjects that she thinks that's a bad time. Supervisor Roark explains that a large part of the purpose behind the evaluations is to assist with salary changes during budget time. Supervisor Bowen asks if the Board can just approve the employee evaluation template with no date on it.

Citizen Sonny Abbott speaks out from the audience reminding the Board there is a motion on the floor; it either needs a second or to be declared a dead motion. Supervisor Roark withdraws his second motion and then makes a new motion to approve the template to be used for the employee evaluations. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

6 – Procurement Policy Update: Vice Chair Shekleton explains that after discussion with County Staff, everyone agrees that rather than continuing with trying to update the County's current Procurement Manual and spending money and time to ensure it remains current and in compliance with State Code, it seems more feasible to just go with the State Code. She adds that staff has been looking into some training opportunities. She in turn makes a motion that the County begin to follow State procurement laws. The motion receives a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board considers the following new business:

1 – Emergency Services: Vice Chair Shekleton states that during discussions with Deputy Administrator Prorise about the Board and the County's overall preparedness to adequately participate and respond to major incidents or emergencies and about our current structure, he made the recommendation that the Board consider hiring a part-time Emergency Services Director or Coordinator. She explains that this position would stay actively trained, act as a liaison between the County emergency services agencies and the Board of Supervisors.

Vice Chair Shekleton asks Mr. Prorise to share what he suggests the job duties should be. He starts by saying that this position in no way would take any authority away from the emergency services agencies; it would simply provide a better method of communications between them and the Board. He states that some appropriate job duties for the part-time position may include attending the meetings of all the County's emergency services providers and report as needed to the Board and through the County Administrator, review and analyze the County's Emergency Operations Plan and Procedures (EOP) and make recommendations for revision, ensure that emergency operations procedures are understood by all participants in the EOP, develop and conduct emergency training activities, events and programs in conjunction with the County emergency service agencies, coordinate responses to both major natural and man-made disasters in the County, coordinate emergency notifications on the County's Code Red communication program, develop educational programs for County citizens to include information material, presentations, etc., and be on call for incidents involving hazardous materials and make appropriate contact with local and state Haz-Mat Teams.

Supervisor Roark asks Deputy Administrator Prorise if he has any estimated costs associated with the position. He answer that he does not, and the position is being initially proposed as part-time because there just isn't enough knowledge or known need to make it a full-time position. He adds that it would be up to the Board to do this; they would have to identify the number of hours per work the Director would work knowing that it would also be an on-call position. He explains that it would be preferable that candidates for the job possess experience either in professional or volunteer emergency service, if they have management experience in the same field, excellent written and verbal skills, and the ability to work with the public.

Supervisor Bowen shares information from a recent meeting with Burkeville Fire Chief John Schutt; due to a lack of manpower they have had to amend their mutual aid agreement with Crewe Fire Department to assist with brush fires, car fires, and structure fires.

Deputy Administrator Prorise will seek additional information for presentation to the Board at its next meeting.

2 – Resignation – Board of Zoning Appeals: Charles Simpson has resigned his position on the Board as he no longer is a resident of Nottoway County; County staff will be forwarding a request to the Judge for a new appointment and will forward a letter of appreciation to Mr. Simpson

The Board heard the following reports, requests, and recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: Introduces the two new School Resource Officers; Nottoway High School Officer Robert Sawyer and Nottoway Middle School Officer Nancy LeSueur

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: announcing that the Supreme Court has approved the resumption of jury trials; she explains the modifications that will be made in the Courtrooms to accommodate Jury safety and video communication connections, additionally it will be required that the Courtroom be cleaned every two hours during the trials

Deputy Administrator Prorise provides the Board with pictures of both the General District Courtroom and the Juvenile & Domestic Relations Courtroom showing glass petitions installed by the County at the Judge's request.

Chairman Vaughn presents the CONSENT CALENDAR:

1 – Budget Adjustment – Emergency Services - \$1,795.21

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$1,795.21</u>
	(Refund from NCES)	<u>\$1,795.21</u>

EXPENDITURES:

4-100-32030-7007	Emergency Services Training	<u>\$1,795.21</u>
		<u>\$1,795.21</u>

2 – Budget Adjustment – Sheriff - \$3,137.40

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$3,137.40</u>
	(VRSA Insurance Proceeds)	<u>\$3,137.40</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$3,137.40</u>
		<u>\$3,137.40</u>

3 – Budget Adjustment – Comprehensive At-Risk Act - \$9,289.81

REVENUES:

3-100-24010-0030	Comprehensive At-Risk Act	<u>\$9,289.81</u>
	(DSS Refund – I-VE related)	<u>\$9,289.81</u>

EXPENSES:

4-100-57070-0100	Mandated Services	<u>\$9,289.81</u>
		<u>\$9,289.81</u>

4 – Budget Adjustment – Task Force - \$1,532.42

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$1,532.42</u>
	(Dissolution of Task Force)	<u>\$1,532.42</u>

EXPENDITURES:

4-100-31020-7006	Task Force	<u>\$1,532.42</u>
		<u>\$1,532.42</u>

5 – Erroneous Assessment: Refund Mr. Terry Greer \$142.55 for an erroneous real estate assessment for tax year 2020

6 – Erroneous Assessment: Refund Daisy Esmeralda Vazques Gonzalez \$22.15 for an erroneous personal property assessment

7 – Erroneous Assessment: Refund Mr. Jason Collis \$92.53 for an erroneous personal property assessment for tax year 2019; the refund will be applied to his 2020 personal property taxes

Supervisor Roark makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy County Administrator Prorise presents the following information items:

1 – Resignation from Virginia Cooperative Extension Area Specialized Food Safety Agent Eric Bowen effective December 24, 2021

2 – Resignation from Mike Coleman, Office of the Secretary Veterans and Defense Affairs, Joint Land Use Study Facilitator

3 – Thank you Letter from First Lady of Virginia Pamela Northam for the holiday ornament the County sent to be placed on the tree in the Governor's mansion; thank you letter from the County to Kenston Forest Art Teacher Allison Jones for preparing the ornament

4 – Thank you letter from Billy Coleburn, on behalf of the Courier-Record, for the CARES Relief Funds the business received

5 – Thank you letter from James Beverly, on behalf of Paris Inn Restaurant, for the CARES Relief Funds the business received

6 – Notice of application of Virginia Electric and Power Company for approval of an extension and modifications to special rates, term and conditions pursuant to §56-235.2 of the Code of Virginia Case No. PUR-2020-00271, Notice of petition of Virginia Electric and Power Company for approval of a rate adjustment clause, designated Rider RPS, under §56-585.1 A 5 d of the Code of Virginia Case No. PUR-2020-00170

7 – Commonwealth Regional Council December 2020 Items of Interest

8 – Notice from Blackstone Volunteer Fire Chief Dion Tomer of a mutual agreement between his Department and Dinwiddie County Fire & EMS for their response if an aerial truck is needed; Dinwiddie Chief Hale acknowledges their recent order for a new aerial at the cost of 1.2 million

9 – Sales Tax Receipts

10 – Correspondence from SolUnesco regarding their application to the County for a commercial solar farm project

11 – Minutes from the Nottoway County Public Library Board of Trustees meeting held on November 18, 2020 and December 16, 2020

12 – Information and Schedule for the Virginia Association of Counties 2021 Chairpersons' Institute

13 – Letter – Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties; Expressing concern with possible legislation being introduced this session that seeks to erode the longstanding doctrines of sovereign immunity and qualified immunity

14 – Correspondence from Peggy Figlar, President, Nottoway County Historical Association expressing concern that items belonging to the Association are missing from where they were being stored in the basement of the County Administrator's Office; she is asking that this area be closed off to the public unless there is proper supervision until the Association can relocate them to an appropriate place to remain safe

15 – Registration information for a virtual training seminar for first-time Supervisors to be held on January 27, 2021

Assistant County Administrator Prorise presents the following correspondence:

1 - Building Inspector's Report: report period December 2020, Nottoway County Building Permit Information for 2020

2 - Animal Control Officer's (ACO) Report: report period December 2020, Nottoway County Animal Control and Public Animal Shelter Report for 2020

3 – The annual January rabies clinic held at Blackstone Animal Clinic has been cancelled due to the pandemic; the situation will be reassessed each month and appointments can still be scheduled by calling the facility

4 - Erosion and Sedimentation Report: no report provided

5 – Board of Supervisor 2021 meeting schedule

6 – Chief Local Elected Officials (CLEO) appointment needs to be made from the Board of Supervisors; the first 2021 virtual meeting will be held on January 29. Supervisor Roark makes a motion to appoint Chairman Sherman Vaughn as the Board of Supervisors representative for CLEO. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

7 – Mold Report for one office located in the Department of Social Services; the stained ceiling tiles have been replaced, the roof repairs have been made and the carpet has been cleaned; after the first rain to ensure the leak has been repaired the insulation will be replaced in the ceiling; the employee has been relocated to another office until the mitigation is complete

8 – The Pickett Officer's Club Security system is due for some system upgrades and LRA Director John Hill recommends these upgrades be completed. Supervisor Roark makes a motion to approve the system upgrades. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

9 – Web-Site rebranding: Deputy Administrator Prorise announces that he has advertised for the County's website redesign in the Richmond Times Dispatch; there have been between 12 and 15 respondents at this point. He states that submissions will be accepted for a while longer and when the deadline has expired he will bring them to the Board for their review

10 – Courthouse Complex Paint Bids: Deputy Administrator Prorise informs that there were four bids received, ranging from \$19,000 to \$270,130; suggests this will be difficult to proceed with and asks the Board how they wish to proceed.

Supervisor Roark suggests reaching out to the low bidder and make sure they understood what they were bidding on. Vice Chair Shekleton asked if the bidders responded with a scope of work. Deputy Administrator Roark explains that they responded based on what they were told needed to be done. Supervisor Roark makes a motion to reject all the bids, prepare a proper scope of work explaining all the needs at the Nottoway County Courthouse and advertise for bids again and authorize Deputy Administrator Prorise to work with Nottoway County Building Official Dean Lewis to prepare the Scope of Work. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

11 – School Choice Proclamation – request to recognize January 24 – 30, 2021 and School Choice Week: Vice Chair Shekleton states that she is not comfortable taking action without getting more information; Supervisor Roark suggests having County Attorney Preston Williams review the proclamation thereby allowing more time to gather information.

Superintendent of Schools Dr. Tameshia Grimes is in attendance and Chairman Vaughn asks her if she can offer any information; she stated she wasn't aware of the request they were talking about but she would reach out to Deputy Administrator Prorise about it.

12 – Statement of expenses from James W. Elliott, Attorney at Law relating to delinquent tax collections in the amount of \$2,057; Supervisor Roark makes a motion to approve the payment to Attorney Elliott. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

13 – Virginia Department of Emergency Management Health Equity Pilot Program: Nottoway County will be receiving 10,000 cloth masks and 10,000 bottles of hand sanitizer to be distributed to low income families, individuals with an increased health risk of contracting COVID-19 and communities of color. Deputy Administrator Prorise acknowledges this program is a good thing but there is uncertainty about how the product will be distributed.

He states that should the Board choose to accept the allotment of masks and sanitizer the County will store the product until a plan can be established as to who will distribute. He will reach out to local civic groups and Churches and see who can help. Supervisor Roark move to approve receipt of the allotted masks and hand sanitizer and establish distribution after receipt. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

14 – Piedmont Geriatric Hospital Mutual Aid: Supervisor Roark makes a motion to sign the document as presented. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Abstain
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

15 – District 1 Housing: Deputy Administrator Prosisce explains there are two recipients that have satisfied their payment obligations and the County Attorney needs to prepare the documents necessary to release the deed of trust. Supervisor Simmons makes a motion to authorize County Attorney Preston Williams to prepare the documents to release the deed of trust on the two District 1 houses. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

16 – Virginia Cooperative Extension request to hire an intern, repurposing the funds remaining following the resignation of Food Safety Agent Eric Bowen. Supervisor Roark makes a motion to approve the Extension request to hire an intern. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

17 – Local Government Day will be held virtually on Thursday, January 28, 2021; Supervisor Bowen has already registered

18 – Commonwealth Regional Council - Regional Hazard Mitigation Plan Update: the Board needs to appoint someone to serve on the project management team. Supervisor Simmons makes a motion to appoint Supervisor Bowen to the Regional Hazard Mitigation Plan Project Management Team. The motion receives a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy Administrator Prorise announces that Commonwealth Regional Council (CRC) will soon begin working on the County's Comprehensive Plan and are needing to know who the working committee will be. Mr. Prorise suggests one option is the Nottoway County Planning Commission team that worked over a year on the Plan. Supervisor Bowen makes a motion to refer this back to the Planning Commission to develop a comprehensive team to assist CRC. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

19 – Demolition of Knott House {former Registrar's Office}: Deputy Administrator Prorise announces that he has advertised for the demolition of the structure and have had quite a few express interest in the project and submit bids. He states the scope of work for the project is to demolish the structure, haul debris to the Nottoway County Landfill, fill in the basement, grade and seed the site and apply straw.

Supervisor Roark acknowledges there have been some questions about Nottoway County's procurement procedures, and further acknowledges that with the night's action to follow the State's Procurement Policy meant moving forward that all future bids would be opened in public. Deputy Administrator Prorise explains that all bids are opened in public; anyone is welcome to attend a bid opening that wishes to.

Supervisor Roark asks if the advertisement announces the details of the public opening. Deputy Administrator answers no and explains the normal policy for bid opening; bids will be open on stated day at the close of business at 5:00 PM. He adds that often times the bids are not opened until the morning of the next business day following the deadline. He suggests that if the Board would like to establish a new method; staff will certainly comply. Supervisor Roark suggests Staff change their current method to allow for public openings.

20 – Updated Nottoway County Board of Supervisors Rules of Procedure: Supervisor Roark makes a motion to adopt the updated Rules. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn opens the floor for a motion to go in to Closed Session.

Supervisor Simmons makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711 A 7; consultation with legal counsel pertaining to actual or probable litigation. Before a second was heard Vice Chair Shekleton reminded that the motion to enter had been amended earlier in the meeting. Supervisor Simmons withdraws her motion.

Vice Chair Shekleton makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711 A 8; consultation with legal counsel regarding a personnel matter and procurement. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board enters closed session at 9:32 P.M.

The Board returns to open session at 10:30 P.M.

Deputy Administrator Prosise asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton makes a motion to accept County Administrator Ronald E. Roark's retirement, effective April 01, 2021, until this time he will remain an employee of Nottoway County and serve at the pleasure of the Board. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 10:35 PM.

Chairman

Deputy Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

January 21, 2021

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 8 Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

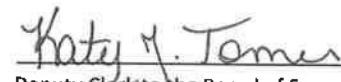
AYES: 5

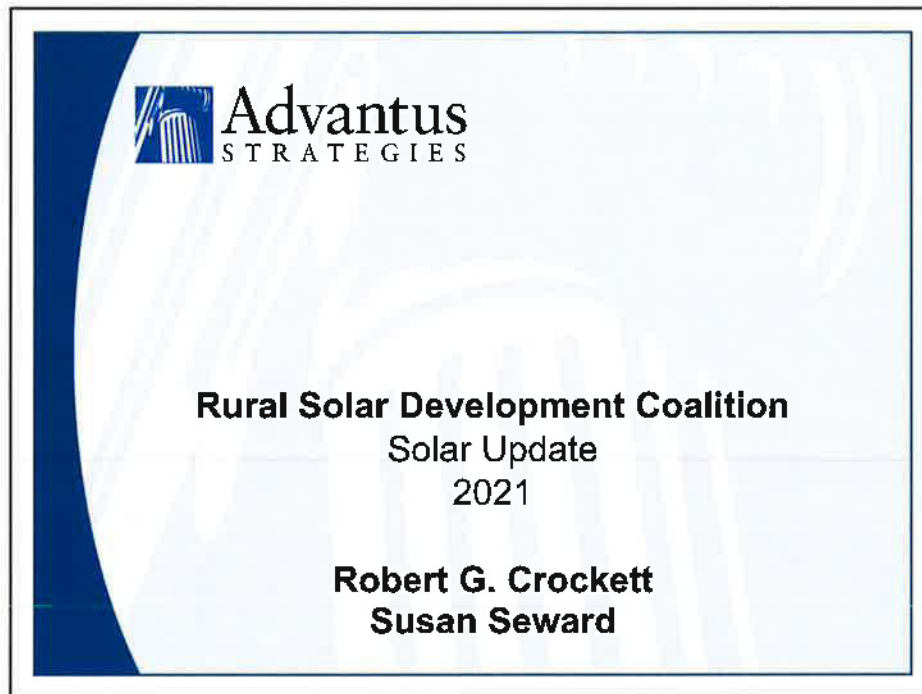
NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

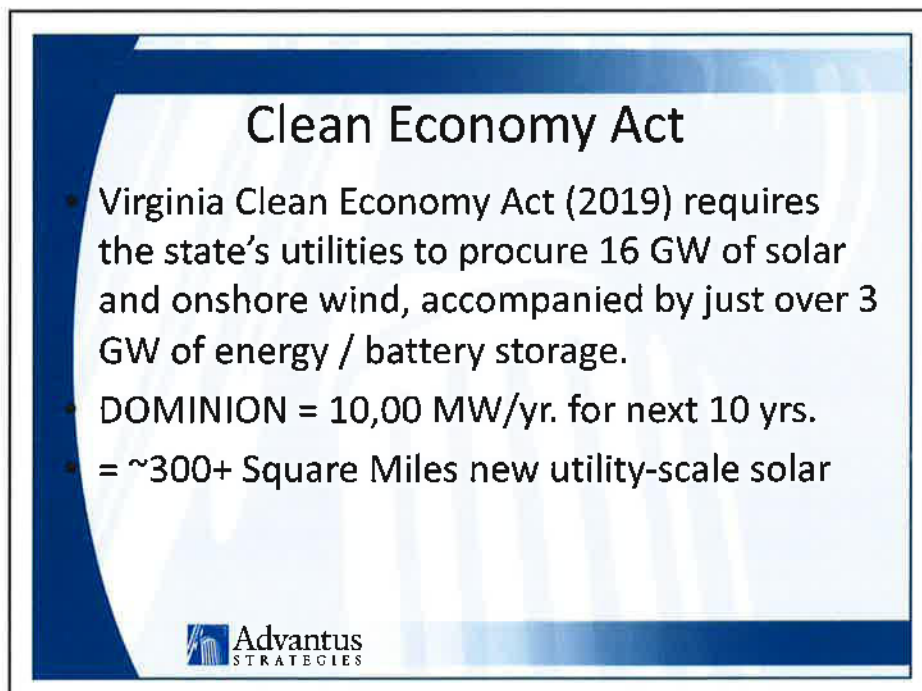
ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

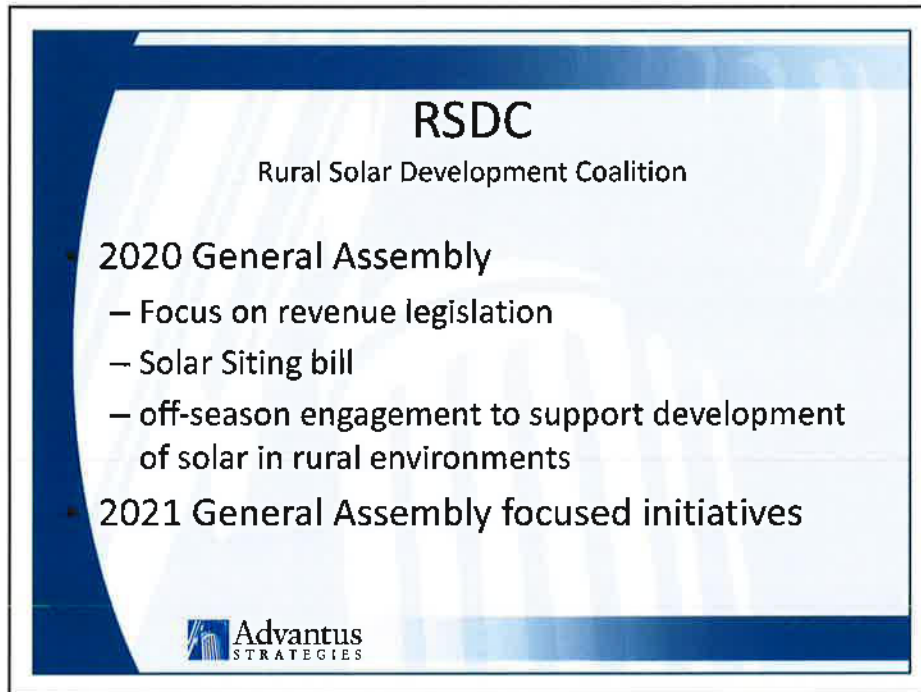

Deputy Clerk to the Board of Supervisors



1



2

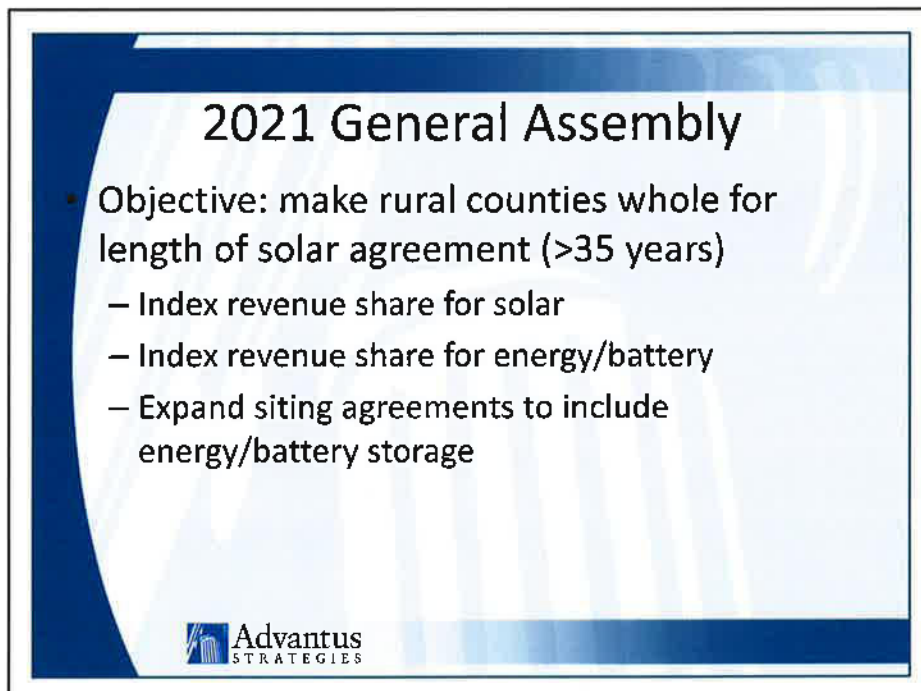


RSDC
Rural Solar Development Coalition

- 2020 General Assembly
 - Focus on revenue legislation
 - Solar Siting bill
 - off-season engagement to support development of solar in rural environments
- 2021 General Assembly focused initiatives



3



2021 General Assembly

- Objective: make rural counties whole for length of solar agreement (>35 years)
 - Index revenue share for solar
 - Index revenue share for energy/battery
 - Expand siting agreements to include energy/battery storage



4

House Bill 2269

- RSDC initiative
- Allows localities to increase revenue share assessment by 10% beginning July 1, 2026, and every 5 years thereafter.
- Applies to energy/battery storage
- Continues tax exemption for <5MW projects
- Governor's deadline to act March 31, 2021



5

HB2006/SB 1201

- Declares that energy/battery facilities are certified pollution control equipment – exempt from local and state taxation
- However, includes same language as HB2269 – allowing localities to increase revenue share by 10% beginning 7-1-2026, and every 5 years thereafter.
- <5MW projects exempt from taxation
- Approved by Governor (effective 7/1/2021)



6

HB2201/SB1207

- Amends Host siting agreement (HB1675 (2020))
- Expands provisions for counties to execute siting agreements for solar AND
- Battery/energy storage projects
- Approved by Governor (effective 7/1/2021)



7

Siting Agreement

Creates opportunities for host locality to include specific terms and conditions:

- mitigate impacts of proposed solar/battery-energy facility
- request financial compensation for host locality to address needs of county's Capital Improvement Plan
- opportunity for annual indexing



8

SB1258 (E&S)

- Allows NON-MS4 communities ability to 'opt-out' of local review and administration of E&S:
 - review of a required E&S control plan
 - recommendation on the plan's compliance with the requirements of the E&S law for solar projects >5MW
 - Provides for certain action on the part of DEQ on behalf of localities in reviewing and making recommendations and decisions

[FYI: DEQ estimates in 2021/annually reviewing 36 new solar projects. Legislation is contingent on funding in State Budget]



9

Foundational Legislation '20

HB655/SB870 authorizes a locality to include reasonable regulations and provisions in its zoning ordinance for a special exception for any solar project.

HB656/SB875 authorizes a locality to include in its zoning ordinance provisions to incorporate generally accepted national standards for the use of solar panels and battery storage.

HB1131/SB762 authorizes any locality by ordinance to assess a revenue share of up to \$1,400 per megawatt on solar projects. Includes exemption for <5MW



10

Foundational Legislation '20 [2]

HB1434/SB763 changes the local property tax exemption for solar energy projects from an 80 percent exemption for the life of the project to a step-down scale of an 80 percent exemption in the first five years, 70 percent in the second five years, and 60 percent for all remaining years in service.

If a locality assesses a revenue share on a project, the step-down scale shall not apply.

HB1675 Authorizes host agreements between localities and solar facilities. Negotiated between solar developer and county and creates opportunities to include specific terms and conditions.



11

Host Agreements (EX)

Sussex (75MW)

- \$4.2M for Broadband deployment
- Indexed at 2% annual
- \$250k for emergency services
- M&T (not revenue share)

TOTAL PACKAGE= \$9.997M



12

Host Agreements (EX)

Richmond (127MW)

- Up-front payment – \$1.656M
- New EMS facility in underserved area - \$250k
- Renovation to existing VFD - \$125k
- New communications tower - \$150k
- Enhanced 911 communications - \$100k
- Funding for pedestrian trails - \$225k
- Revenue Share

TOTAL PACKAGE = \$9.839M



13

Host Agreements (EX)

King & Queen (149MW)

- Voluntary broadband payments – \$4.0M
- Other voluntary payments – \$3.475M
 - New water tanks (fire service)
 - Expansion of tele-health opportunities
 - Expansion of tele-work opportunities
- Real Estate Tax – \$3.2M

TOTAL PACKAGE = ~\$19M



14

Host Agreements (EX)

Charlotte (167MW)

- Up-front payment of \$1M
- Revenue Share payment – \$8.183M
- Siting Agreement – index @ 1.75% – \$3.976

TOTAL PACKAGE = ~\$15.01M



15

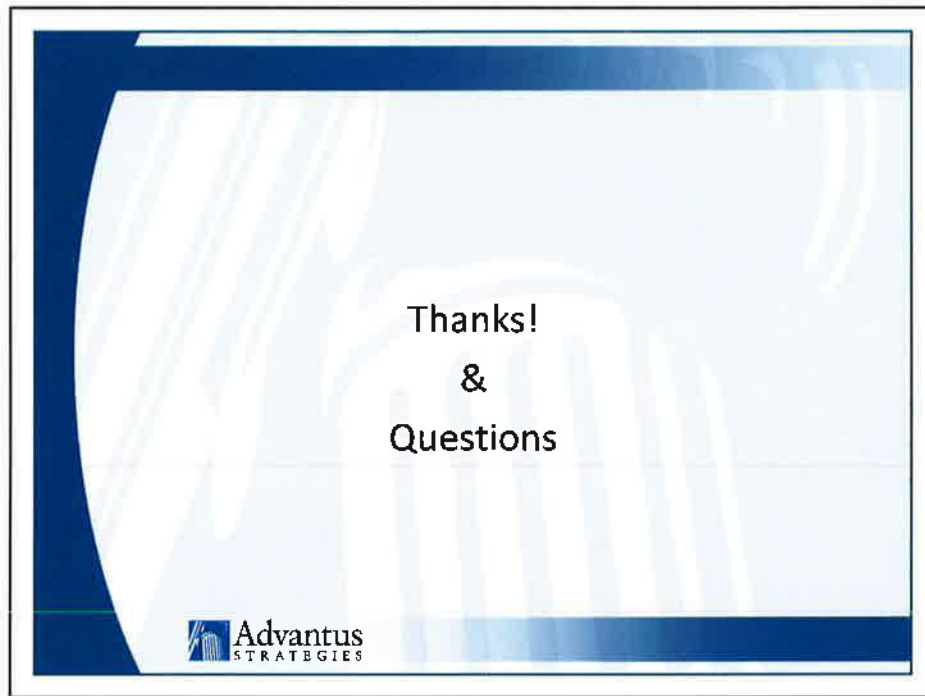
RSDC

Rural Solar Development Coalition

- 2021 Off-Season
 - Workgroup with developers on <5MW exemption
 - Monthly RSDC connection calls
 - SCC coordination re. revised depreciation schedule



16



17

WHITEHURST PAVING COMPANY, INC.

Two Week Look Ahead

ST4D-964-F21, P401, Order #461

Richmond District

Date: 3/31/2021

Route	County	Stockpile or Direct Haul	Contractor/Subcontractor	Task	Start Date	Finish Date
625	Nottoway		Colony Construction Co.	Asph.Conc. Ty SM-9.5A	4/1	4/1
624	Nottoway		Colony Construction Co.	Asph.Conc. Ty SM-9.5A	4/1	4/1
600	Nottoway		Colony Construction Co.	Asph.Conc. Ty SM-9.5A	4/2	4/2
601	Nottoway		Colony Construction Co.	Asph.Conc. Ty SM-9.5A	4/2	4/2
632	Nottoway		Colony Construction Co.	Asph.Conc. Ty SM-9.5A	4/6	4/6
647	Nottoway		Colony Construction Co.	Asph.Conc. Ty SM-9.5A	4/6	4/6
628	Nottoway		Colony Construction Co.	Asph.Conc. Ty SM-9.5A	4/7	4/7
628	Nottoway	Direct Haul	Whitehurst Paving	MDS	4/12	4/15
647	Nottoway	Direct Haul	Whitehurst Paving	MSS	4/16	4/19

NOTTOWAY COUNTY

April 15, 2021

MAINTENANCE

The Nottoway Area Headquarters for the month of March 2021.

- Performed debris cleanup, picked up bags from Adopt-A-Highway Volunteers, and repaired signs along various primary and secondary roads.
- Patrolled primary roads throughout the county for drainage issues, potholes, etc.
- Removed downed trees and limbs from the roadway.
- Pushed back brush from roadside.
- Patched potholes on various primary and secondary roads throughout the county.
- Performed ditching in Burkeville.
- Machined unpaved roads.
- Swept bridges throughout the county.
- Repaired shoulders and worked on erosion issue on Route 723 (Lewiston Plank Rd.).
- Trimmed brush on Route 307 (Holly Farm Rd.)
- Cleared brush from Route 617 (Winningham Rd.).
- Cleaned pipes and ditches on Routes 153 (Rocky Hill Rd.), 360 (Patrick Henry Hwy.), and 1001 (W. Carolina Ave.).

LAND DEVELOPMENT & PERMITS

Paul Hinson, P.E.

Plans with outstanding comments or under review (Activity within last 90 days)

- None

Plans found acceptable

- None

Other

- None

LUP Permits Issued and Completed:

Permit Number	Permittee	Nottoway County	Permit Issuance Date	Permit Completion Date
59007	Dawn Ittner	67	3-30-21	
58514	Dominion Energy, Inc.	67	4-15-19	3-15-21
58632	Frankie Williamson	67	10-25-19	3-17-21

CONSTRUCTION**Susan Warr, P.E.****UPC 111298 / 0460-067-736,B610**

Contractor: M.D. Miller Co., Inc.
Name: Bridge Rehab over Route 460
CM: Miller
Location: 460 Business over 460
Fixed Completion Date: 5-5-21
Comments: Structural steel repairs ongoing.

UPC 101238 / 0618-067-709,M501,B622

Contractor: Burleigh Construction
Name: Bridge over Deep Creek Replacement
CM: Nicholson
Location: Nottoway
Fixed Completion Date: 11-20-21
Comments: All beams have been removed and the demolition of the abutment and piers have begun.

UPC 117634 / SS4B-964-F21

Contractor: Slurry Pavers
Name: Slurry Seal
CM: Nicholson/Miller
Location: Various
Fixed Completion Date: 10-22-21
Comments: Patching complete. Crack Sealing and application of modified single seal in progress.

UPC 117631 / ST4D-964-F21,P401

Contractor: Whitehurst Paving, Inc.
Name: 2021 Surface Treatment
CM: Smith
Location: Various
Completion Date: 10-15-21
Comments: Project in progress.

UPC 117927 / PM4D-964-F21,P401; PM4D-964-F21, P401

Contractor: Allan Myers
Name: 2021 Plant Mix
CM: Smith
Location: Various
Completion Date: 11-15-21
Comments: Project in progress.

UPC 110719 / 9999-964-522

Contractor: Burleigh Construction Co

Name: On-Call Joint Repair

CM: Miller

Location: Route 606 over 460

Completion Date: 08-13-21

Comments: Task order for deck slab extension, concrete superstructure repair, and crack repair. Contractor began Tuesday 3-23-21. Will be utilizing a temporary traffic control signal to maintain traffic.

TRAFFIC STUDIES/SPECIAL REQUESTS ~

Safety review ongoing for Route 610 (Willis Rd.).

Allan Myers - VA Short Term Look Ahead Schedule

Project Name: VDOT 470 **Project Number:** 2127002
Superintendent: Jason Watson **UPC #** 117927
Project Engineer: Nathan Anderson **Date Prepared:** 03/25/21

Allan Myers Crews

Crew	Item Description	Item Location	Material Type	Avg. Quantity	Unit Of Measure	Plant	Ship Time	Trucks	Week Begin Date 03/28/21							Week Begin Date 04/04/21						
									S	M	T	W	T	F	S	S	M	T	W	T	F	S
Styles	Asphalt Overlay (2" Depth)	RTe. 40 - McKenney Hwy.	SM-12.5E	750	TN	Petersburg				D												
Styles	Asphalt Overlay (2" Depth)	RTe. 40 - McKenney Hwy.	SM-12.5E	750	TN	Petersburg					D											
Styles	Asphalt Overlay (2" Depth)	RTe. 40 - McKenney Hwy.	SM-12.5E	1,200	TN	Petersburg						D										
Styles	Asphalt Overlay (2" Depth)	RTe. 40 - Darvills Road	SM-12.5E	1,337	TN	Petersburg							D									
Total Week Beginning 03/28/21				4,037	TN												N					
Styles	Asphalt Overlay (2" Depth)	RTe. 40 - Darvills Road	SM-12.5E	1,337	TN	Petersburg												N				
Styles	Asphalt Overlay (2" Depth)	RTe. 40 - Darvills Road	SM-12.5E	1,337	TN	Petersburg													N			
Styles	Asphalt Overlay (2" Depth)	RTe. 40 - Darvills Road	SM-12.5E	1,337	TN	Petersburg														N		
Styles	Deep Joint Repair (11" Depth)	RTe. 1 - Boydton Plank Road	BM-25.00+4	23	TN	Petersburg															N	
Styles	Deep Joint Repair (2" Depth)	RTe. 1 - Boydton Plank Road	IM-19.0E	5	TN	Petersburg															N	
Total Week Beginning 04/04/21				4,039	TN																	
Bayless	0"-2" Milling (2" Depth)	RTe. 40 - Darvills Road	RAP	12,020	SY																	
Bayless	0"-2" Milling (2" Depth)	RTe. 40 - Darvills Road	RAP	12,020	SY																	
Bayless	0"-2" Milling (2" Depth)	RTe. 40 - Darvills Road	RAP	12,020	SY																	
Bayless	0"-2" Milling (2" Depth)	RTe. 40 - Darvills Road	RAP	12,020	SY																	
Total Week Beginning 03/28/21				48,080	SY																	
Total Week Beginning 04/04/21				0	SY																	

Allan Myers - VA Short Term Look Ahead Schedule

Project Name: VDOT 470 Project Number: 2127002
 Superintendent: Jason Watson UPC # 117927
 Project Engineer: Nathan Anderson Date Prepared: 03/25/21

Allan Myers Crews

Crew	Item Description	Item Location	Material Type	Avg. Quantity	Unit Of Measure	Plant	Ship Time	Trucks	Week Begin Date 03/28/21							Week Begin Date 04/04/21						
									S	M	T	W	T	F	S	S	M	T	W	T	F	S

Subcontractors

Sub	Item Description	Item Location	Comments	Start Time	Week Begin Date 03/28/21							Week Begin Date 04/04/21						
Ladybug	Saw Cut Pavement for Deep Joint Repairs	RTE. 1 - Boynton Plank Rd.	15" Depth		S	M	T	W	T	F	S	S	M	T	W	T	F	S
Payne's	Eradicate & Temporary Paint (Concrete Pavement)	RTE. 460 - Airport Street	Need Completed by 5/1/21		D	D	D	D	D	D	D							
Payne's	Thermoplastic Centerline & Edge Lines (New Asphalt)	RTE. 40 - McKenney Hwy.	Available Starting 4/1/21															
Payne's	Thermoplastic Centerline & Edge Lines (New Asphalt)	RTE. 40 - Darvills Road	Available Starting 4/8/21															

Facility Name: Nottoway County Sanitary Landfill
Permit Number: SWP304
Permit Issue Date: 07/07/1980
Pin Number: 9951

MONTH: MARCH 2021

Waste Type	Total Amount of Waste Received (Pounds)	Sent Off-Site to be Recycled (Pounds)	Total Landfilled On-Site (Pounds)	Total Amount of Waste Received (Tons)	Sent Off-Site to be Recycled (Tons)	Total Landfilled On-Site (Tons)
Municipal Solid Waste	2,271,490	0	2,271,490	1,135.5	0	1,135.5
Construction/Demolition/Debris	438,680	0	438,680	219.34	0	219.34
Industrial Waste	121,560	0	121,560	60.78	0	60.78
Vegetative/Yard Waste	233,730	0	233,730	116.87	0	116.87
Sludge	49,980	0	49,980	24.99	0	24.99
Tires	1,100	1,100	0	.55	.55	0
White Goods	590	590	0	.30	.30	0
Other:	0	0	0	0	0	0
TOTAL	3,117,130	1,690	3,115,440	1,558.33	0.85	1,557.48

Scales down due to power outage for days

Total Number of Loads: 808

(1,558.33/ 27 days = 57.72 tons per day)

To Report Year End Totals:

<https://www.deq.virginia.gov:8443/SWIAWebApp/login.jsp>



Nottoway County Solid Waste Disposal

Daily Leachate Disposal Record

Month : _____ Year: _____

Date	Driver	Number of Loads	Gallons
3-3-21	Simmons	8	48,000
3-4-21	"	8	48,000
3-5-21	"	8	48,000
3-8-21	"	8	48,000
3-9-21	"	6	36,000
3-10-21	"	8	48,000
3-11-21	"	8	48,000
3-12-21	"	8	48,000
3-15-21	"	8	48,000
3-16-21	"	8	48,000
3-17-21	"	8	48,000
3-18-21	"	8	48,000
3-22-21	"	8	48,000
3-24-21	"	6	36,000
3-25-21	"	8	48,000
3-26-21	"	8	48,000
3-27-21	"	8	48,000
3-29-21	"	8	48,000
3-31-21	"	8	48,000

total loads 138 total gallons 888,000 primer loads _____
total loads to date _____ total gallons to date _____

SOLID WASTE INFORMATION AND ASSESSMENT PROGRAM REPORTING TABLE - FORM DEQ 50-25

1. Facility Name: Nottoway County Sanitary Landfill - Blackstone	
2. Permit Number: SWP304	3. Date Submitted: 1/29/2021
4. Annual Reporting Period 2020	
5. Preparer's Name: Susan H Tucker	6. Preparer's Telephone Number: (434) 645-8696
7. Preparer's Email: stucker@nottoway.org	
8. Has there been a change to the Annual Fee Billing Contact, Address, or telephone number? Yes	
Contact's Name: Ronald Roark	Contact's Phone: (434) 645-8696
Address: P. O. Box 92	Email: stucker@nottoway.org
City: Nottoway	State: VA Zip: 23955
9A and 9B Landfills only	9A Remaining Permitted Capacity 513472 Cubic Yards
9B Expected Remaining Permitted Life 14.2 Years	
10. Does this facility use active scales? Yes	Landfills not using active scales - enter the total amount landfilled in cubic yards (sum of all jurisdictions) 17650
11. Originating Jurisdiction VA - Virginia	Statement of Economic Benefits submitted? No
12. Facilities landfilling VA incineration ash	
Use the supplemental form to provide the facility from which ash was received and the amount.	

Waste amounts measured in TONS

	Waste Type	Total Amount of Waste Received (a)	Mined Materials (b)	On-site Management of Waste						Sent Off-site to be: (i)		Stored On-Site (j)	
				Landfilled (c)	Recycled (d)	Composed (e)	Incinerated (f)	Mulched (g)	Other (h)	Recycled	Treated, Stored, Disposed	Beginning of Reporting Period	End of Reporting Period
13	Municipal Solid Waste	13,438.00		13,438.00									
14	Construction/Demolition/Debris	2,925.00		2,925.00									
15	Industrial Waste	599.00		599.00									
16	Regulated Medical Waste												
17	Vegetative/Yard Waste	631.00							631.00				
18	Incineration Ash												
19	Sludge	55.00		55.00									
20	Tires	28.00								28.00			
21	White Goods	2.00								2.00			

Carter**LET'S GET
TO WORK!****Carter Machinery
Service Repair Estimate
Q2202254-01**Estimate Number:Q2202254-01
Prepared By:SAM HOODEstimate Date ... :2021-03-05
Valid Until :2021-04-04

We are providing the following repair estimate for the services identified below

PREPARED FORCustomer Name:NOTTOWAY COUNTY
Address:GARY EASTER
PO BOX 92
NOTTOWAY

Make	Model	Serial Number	Unit Number
Cat	953D WASTE	0LBP00901	

WORK TO BE PERFORMED

Segment	Description	Type	Amount
01	MOVE MACHINE	Est. Misc.	900.00
02	REMOVE & INSTALL UNDERCARRIAGE	Est. Labor	3,456.00
		Est. Parts	27,904.00
03	REPLACE GASKET / SEAL TRACK ADJUSTER	Est. Labor	864.00
		Est. Parts	250.00
04	CLEAN BOTTOM GUARD	Est. Labor	720.00
Total of Firm Price Items			0
Total of Estimated Items			34,094.00
REPAIR SUPPLIES			157.75
ENVIRONMENT CHG.			254.00
Total			34,505.75

This Estimate does not include freight, taxes, or environmental charges unless otherwise stated.
The above estimate covers only the work described herein. Any additional work will be performed only after customer authorization.

This Estimate does not obligate Customer or Carter in any way. Should Customer later request Carter to perform the work, and if Carter agrees to do so, the work will be done in accordance with Carter's Customary Terms and Conditions as contained in its standard forms, and the cost will be based on the work actually performed and on prices in effect at the time.

Did you know that Carter Machinery can finance your repair? Please contact your Carter Machinery Parts and Service sales rep or local Carter Machinery branch store.

Your dealer contact:SAM HOOD
PRODUCT SUPPORT REP
Phone: 434-821-6897

Gregory Poole



Customer Name Nottoway County

Date: 3/30/2021

Model 953 D Waste Handler

Serial Number LBP00901

Attn: Gary Easter

REPAIR ESTIMATE

We sincerely appreciate your quotation request No. _____ and in response thereto, are pleased to submit the following prices F.O.B. _____ Work can begin approximately _____ days after receipt of order.

Segment	Description	Parts	Labor
1	Remove & Install Undercarriage	\$ 27,202.74	\$ 3,232.00
2	Remove & Install Track Adjusters		\$ 930.00
3	Reseal Track Adjuster	\$ 521.28	\$ 279.00
4	Clean Machine		\$ 1,048.00
5	Transport Machine		\$ 3,000.00
All Genuine CAT Parts			
Subtotal		\$ 27,724.02	\$ 8,489.00
TOTAL: \$ 36,213.02		Prices quoted on this sheet for acceptance within 30 days, but may be changed upon notice. Telephone and verbal orders are to be confirmed in writing. We reserve the right to correct stenographic or clerical errors. Deliveries subject to occurrences beyond our control.	
TERMS: EXCLUDES TAX, FREIGHT, SUPPLIES, & EPA COMPLIANCE FEE		Gregory Poole Equipment Co.	
Date: 3/30/2021		By: Harvey Scott (910) 308-3070	
		A firm not to exceed quote may be given after disassembly and inspection. Any additional repairs needed after disassembly will be added to quote.	



Charlotte 800.277.1212
Hickory 800.868.0110
Boone 877.461.2709
Robbinsville 866.319.0512

UNDERCARRIAGE/GET ESTIMATE

*This estimate is based upon the equipment described below. If we inspect the equipment further and see that other service is needed, we will provide an estimate of the services required for your authorization.

DATE 3/29/2021

DOC# OR WID#

These highlighted items listed above are for PX REBUILD purposes only and are NOT INCLUDED in the total list price.

ESTIMATE TOTAL

Parts (A)	\$30,052.36	
Labor (B)	\$7,688.00	
Other Charges (C)	\$0.00	From Special Claims Form

\$37,740.38

RECOMMENDATIONS - REMARKS:

Sales and local taxes not included. Exchange components are subject to core credit adjustment.

Quote for complete undercarriage replacement. Does not includes freight charges if needed. Machine transportation cost could be more depending on machine and store location.

Undercarriage Assurance Coverage: 4yr/4000hr on Heavy Duty, 4yr/3000hr on CAT General Duty, 4yr/6000hr on System One, or 100% wear whichever occurs first against leaks and/or breakage of new link assemblies, rollers, idlers, track shoes, sprocket segments, welded idlers and rollers and resheeled idlers and rollers. Forestry, Cat Classic and NEXUS brands not included. Contact your Product Support Rep for details. Customer must follow dealer recommended undercarriage management procedures and is responsible for removal, installation and transportation costs, taxes and parts shipping charges in excess of the usual and customary.

*Based on existing labor rates, parts prices, and condition of the undercarriage on the date of the undercarriage inspection.
*Customer will be informed of any revisions in labor charges or parts prices prior to proceeding with repair.
*This estimate will be in effect for 30 days from the date of inspection. CT reserves the right to correct stenographic errors.

FORM REVISED NOV 2020



IN PARTNERSHIP WITH The Counties of Amelia | Buckingham | Charlotte | Cumberland
Lunenburg | Nottoway | Prince Edward

MEMORANDUM

TO: John Proise, Deputy County Administrator
Members of Nottoway County Board of Supervisors

FROM: Todd Fortune *Todd Fortune*
Deputy Director

DATE: April 7, 2021

SUBJECT: Nottoway County Comprehensive Plan Update – Monthly Update

As you are aware, the Commonwealth Regional Council (CRC) is assisting Nottoway County with an update of the County's Comprehensive Plan. As part of the CRC's efforts to assist the County, the following activities have occurred since the last update on March 9, 2021:

- The CRC has worked with County staff to set up a kickoff meeting with the working group. This meeting has been set for April 19th at 7:00 p.m. in the Nottoway County Health Department Conference Room. The purpose of this meeting is to cover the process for developing the Plan Update, which includes establishing a schedule for meetings and completion of tasks and establishing a process for gathering public input.
- CRC staff has been collecting demographic and other data that will go in the Plan Update. As part of this process, CRC staff is coordinating with staff at the VDOT Richmond District Office on the collection of transportation data for inclusion in the Plan Update.

Please do not hesitate to contact me if you have any questions.

cc: Melody Foster, Executive Director, CRC

COMMONWEALTH REGIONAL COUNCIL
One Mill Street, Suite 202 | P.O. Box P
Farmville, VA 23901 | 434-392-6104 PHONE
www.virginiashheartland.org

Building Report and Erosion & Sediment Control Report

Date: 4/01/2021

Number of Inspections By Inspector
From: 3/01/2021 To: 3/31/2021

BI403

Inspector
Dean S. Lewis

Type Inspection	Count
Basement Walls	1
Blk/Anch/Strap	2
Cert. of Occup.	2
Check Progress	3
Close Permit	15
E&S CHECK PROG	60
Final	36
Footing	24
Foundation	3
Framing	7
Garage Slab	1
Gas	1
Gas Line	1
Generator Elect	1
Insulation	3
Marriage Line	1
Mechanical	2
Perm. Electric	6
Plumbing Trench	3
Projection	1
Recheck	1
Rental	2
Rough Electric	11
Rough HVAC	2
Rough Plumbing	11
Slab	5
Temp. C. O.	1
Trench	2
Water Pressure	1

Sub-Total: 209

Final-Total: 209

Mileage: 2050 (99,571)

No. of Building Permits Issued: 63 Rental 2

\$ Value of Construction: \$1,634,000.02

\$ Value of County Building Permit Fees: \$10,412.81 Rental \$100.00

No. of E & S permits Issued: _____

\$ Value Of County E & S Permit Fees: \$ _____

Training: Pefcancb 1.5 Hours.

To: John Proise, County Administrator

From: Animal Control Officer: Sheila Estes

Re: Monthly Report for March 2021

Number of Animal Control Calls: 97

Number of Summons Issued: 0

Number of Convictions: 0

	Dog	Cat
New Intakes:	11	2
Animals in Shelter:	1	0
Bites:	5	0
RTO:	3	0
Transfers:	9	0
Adoptions:	1	0
Euthanized:	0	2
Died in Custody:	0	0
Died in Foster:	0	0

Livestock Calls: 13

Wildlife: 2

Welfare Check: 4

Threatening: 2

Pickup Fees: 15.00

Boarding Fees: 25.00

Adoption: 10.00

Donations: 10.00

Total: 60.00

Ending Odometer (SUV): 42604

Mileage: 1561

HELP WANTED

EMPLOYMENT OPPORTUNITY NOTTOWAY COUNTY

The County of Nottoway is accepting applications for the position of **Animal Control Officer**.

A complete job description and application may be obtained from the County Administrator's Office, 344 West Courthouse Road, Nottoway, VA 23955.

Applications will be accepted at the County Administrator's Office, P.O. Box 92, 344 West Courthouse Road, Nottoway, VA 23955, until the position is filled.

Nottoway County is an Equal Opportunity Employer.

4-7-2tc

**SOLUTION GRANTING SUPPORT AND CONSENT
TO PRINCE EDWARD COUNTY'S PROPOSAL TO EXPLORE THE CONCEPT
OF A MUTUALLY BENEFICIAL REGIONAL PUBLIC WATER SYSTEM**

WHEREAS, it is well-known that the availability of an affordable and reliable public water supply can provide public health benefits and attract economic development; and

WHEREAS, regional public water supply systems present an opportunity to take advantage of economies of scale and neighboring jurisdictions' water supply assets to provide the benefits of a public water system at a lower cost to users than smaller, localized systems; and

WHEREAS, Prince Edward County intends to engage in formal discussions with the Towns of Burkeville, Crewe, and Blackstone, and certain institutional entities in Nottoway County, to explore the concept of a regional public water system capable of supplying water from the Sandy River Reservoir in Prince Edward County to users in Nottoway County and elsewhere; and

WHEREAS, in accordance with Virginia Code § 15.2-2143, Prince Edward County has requested the Board of Supervisors' consent to construct and operate a public water system in Nottoway County to serve any federal or state institutional entity or any municipality that finds it beneficial to be served by the proposed regional system and which enters into a water supply agreement with Prince Edward County for that purpose.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Nottoway, Virginia expresses its support for discussions between Prince Edward County and institutional entities and municipalities in Nottoway County regarding the concept of a regional public water supply system that benefits the citizens of Nottoway County; and

BE IT FURTHER RESOLVED that, for the purpose of fostering those discussions, the Board of Supervisors hereby grants Prince Edward County consent, in accordance with Virginia Code § 15.2-2143, to construct and operate a public water supply system within the boundaries of Nottoway County, provided that (1) Prince Edward County obtains all other necessary permits and approvals for construction and operation of that system and (2) that the system serves only (a) federal or state institutional entities that have entered into a water supply agreement with Prince Edward County; (b) industrial, commercial, or residential customers within a town if the town enters into a water supply agreement with Prince Edward County; (c) industrial, commercial, or residential customers currently served by an existing public water supply if its owner enters into a water supply agreement with Prince Edward County; or (d) other users or areas which may be hereafter be approved by the Board.

Approved this [#] day of [month] 2021.

Sherman C. Vaughn, Chairman

ATTEST:

John N. Prosise, Clerk

County of Nottoway, Virginia

Zoning Application for Special Exception Permit

A special exception is a use that would not be appropriate generally or without restrictions throughout the zoning division or district but which, if controlled as to number, area, location, or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare. Such uses may be permitted in such zoning division or district as special exceptions, if specific provisions for such special exceptions are made in this ordinance.

The Board of Supervisors may grant such special exceptions as are authorized by the Nottoway County Zoning Ordinance. The Board may impose such conditions relating to the use for which a permit is granted as it may deem necessary in the public interest and may require a guarantee or bond to insure that the conditions imposed are being and will continue to be held in compliance.

Name: Tillman Infrastructure LLC (applicant)

Property Owner: Shirley S. Daniel ✓ (if different from applicant)

Street Address: 152 W. 57th Street, 8th Floor (of applicant)

City / Town: New York State: NY Zip: 10019

Phone: 434-292-8789 Fax: _____ E-Mail: damory@chasevision.com

Tax Map and Parcel Number: 31-31 ~~31-30~~ GPIN 6507-73-8765 (obtained from the Commissioner of Revenue's Office)

Date Current Owner Acquired Property: _____ Number of Acres in Parcel: 52.145 ✓

Zoning District: A-1 Magisterial District: _____

Nearest Public Road Number & Name: 566 McCune Road

Name + Acreage match 31-31.
GPIN is not a Nottoway GPIN # in AS 400 RE database.

Requested Zoning Ordinance

Use by Special Exception:

DIVISION 13 TELECOMMUNICATIONS FACILITY

(as listed in the zoning ordinance)

Telecommunications Tower,
freestanding

Zoning Ordinance

Article, Section, Subsection:

Sec. 4-13-1

(numerical)

2-1-4-11

What does the applicant plan to do on this property if this request is approved?

Construct a 255-foot self-support communications tower.

Why does the applicant believe the proposed location of this use is essential and desirable for the public convenience or welfare and not be detrimental to the immediate neighborhood?

The construction of the Facility will improve AT&T Wireless services to an inadequately served area by increasing coverage and capacity, and thus enhancing access to wireless communication.

Will the use require:	new buildings to be constructed?	Yes ☒	No ☐
	existing buildings to be used?	Yes ☐	No ☒
	additions made to existing buildings?	Yes ☐	No ☒

If "Yes", please describe how they will be used, their location and their dimensions.

Tower compound includes a 7' x 9' equipment shelter

Proposed Days & Hours of Operation:	Sunday	☐	from	_____	AM	to	_____	PM
	Monday	☐	from	_____	AM	to	_____	PM
	Tuesday	☐	from	_____	AM	to	_____	PM
	Wednesday	☐	from	_____	AM	to	_____	PM
	Thursday	☐	from	_____	AM	to	_____	PM
	Friday	☐	from	_____	AM	to	_____	PM
	Saturday	☐	from	_____	AM	to	_____	PM

Will the requested use
increase the following
over their current levels?

Noise

Yes ☐ No ☒

Light / Glare

Yes ☒ No ☐

Odor

Yes ☐ No ☒

Traffic / Parking

Yes ☐ No ☒

Safety

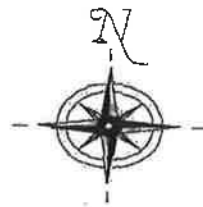
Yes ☐ No ☒

If "Yes" to any, please describe to what extent and how the increase will be mitigated:

The proposed tower includes a dual lighting system that will

use red lights at nights to reduce the visual impact.

Furnish a survey or a scaled property drawing showing boundaries and dimensions of the property, location and size of buildings on the site, road, walks, offstreet parking, etc.



TO BE SUBMITTED WITH COMPLETED APPLICATION

The applicant is responsible for including all the following before application is accepted.

- ☒ **Tax Map** (May be obtained from the Commissioner of Revenue's Office)
- ☒ **Plat w/ Structures Shown** *or* (May be obtained from the Clerk of the Circuit Court, if available)
- ☒ **Scaled Property Drawing** (Property and structures drawn to scale, in absence of plat)
- ☒ **Completed Adjacent Landowners Form** (May be obtained in Commissioner of Revenue's Office)
- ☒ **Check for \$300.00** (Made payable to Nottoway County)

Owner Certification

We (I) certify to ownership of the property involved in this application. We (I) are (am) familiar with the rules and regulations of the Zoning Administrator with respect to preparing and filing this application. All information contained in this application and any attached information is correct to the best of our (my) knowledge.

David Amory

11/13/2020

Date

Agent for Tillman Infrastructure LLC

Signature

FOR OFFICE USE ONLY

Application Accepted By: _____ Date Submitted: _____ Fee Paid: ☐ Yes ☐ No

Planning Commission Recommendation:

Date: _____

- ☐ Approve as Presented ☐ Deny ☐ Approve w/ Conditions ☐ None

Conditions: _____

Board of Supervisors Action Taken:

Date: _____

- ☐ Approve as Presented ☐ Deny ☐ Approve w/ Conditions ☐ Table

Conditions: _____



March 26, 2021

Mr. John Prosis
344 West Courthouse Road
P.O. Box 92
Nottoway, Virginia 23955

Re: Tillman/AT&T Application

Dear Mr. Prosis,

As an area businessman for the past 30 years in Nottoway County, I would like to object to a third AT&T tower that is up for discussion and vote. As I understand, there is already a tower with AT&T right across the road, plus less than 20-25 miles, I have an AT&T tower on my property.

Many tower companies try to come in and take the tower rental business with cheaper rates for the cell companies and in today's business environment, I think that is a big mistake. We as tower and property owners have invested a lot of money into the Nottoway County area, and a sizeable amount of money, time, and energy on our present sites. For those reasons, I do not believe that this proposed AT&T site is justified at this time. Maybe in another location, 40 miles from my location at 950 Kenbridge Rd, and the one that is proposed on Route 646 (McCune Rd). I want this area to have good cell service, but not at the expense of existing business already offering the same services. The present tower on the east side of Rt. 646 already covers the area.

Please pass this information on to the decision makers, as I apologize that I can't make the meeting in person, as I'm away on business.

Respectfully,

Dennis G. Royer, Sr.
Owner
Denbar Communications, Inc.
WKLV-K92.7FM and WBBC 93.5FM, Bobcat Country Radio
DBR Unlimited Inc.

After Action Report

Nottoway County Ice Storm 2021

Nottoway County Emergency Operations
Center

Saturday, February 13, 2021-
February 25, 2021

Mr. Sherman C. Vaughn,
Emergency Services Coordinator and
Incident Commander



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After Action Report Purpose and Scope

An After Action Report is completed following a major incident or training exercise with the intent of evaluating all actions taken, comparing those with an expected standard, and making recommendations for future improvement.

It is not a critique or a forum to assign blame. It is an open, honest, and professional discussion for the purpose of improving responses to future disaster and/or events.

Overview of Incident

On Saturday, 13 February 2021, Nottoway County was devastated by a tremendous ice storm that covered the entire area of Nottoway and surrounding counties. Hundreds of trees, limbs, and debris littered the roadways making them impassable. Additionally, electrical poles were snapped, broken, and downed by the ice leaving 90% of Nottoway residents without electricity. Six days later, on the 19th, 50% of the entire population was still without energy and dealing with a second ice storm with sleet and freezing rain. Frigid temperatures around 20 degrees remained through the weekend, adding stress to an already taxed population. On day eight, 57% of the population served by Southside Electric Cooperative (SEC) was still without electricity.

In response to the community need and to ensure the safety of Nottoway residents, three warming stations were opened daily from 10:00 to 16:00 beginning Sunday, 14 February at Crewe, Burkeville, and Blackstone Primary Schools. On 17 February, Crewe Primary became a 24-hour shelter and was outfitted with cots to accommodate residents needing lodging and a warm place to stay. On 19 February, all Nottoway residents were given access to a drive-thru meal and water distribution service beginning at noon daily at the three primary schools. This meal service was transferred to the local VFD's the following day.

On 20 February, Burkeville Primary became the 24-hour shelter so that Crewe and Blackstone Primary could be cleaned and COVID sanitized for possible school reopening. Additionally, the Southern Baptist Disaster Relief volunteers began cooking and serving hot meals for community distribution at Crewe VFD.

To handle debris, the landfill and convenience center hours were increased and the fees for dumping were waived by the Board of Supervisors. A generator on loan from the Southwest Virginia Incident Management Team (SWVAIMT) was delivered to the landfill scale house on the afternoon of 20 February so the landfill could be reopened. Finally, generators were required to run the Burkeville sewage pump stations. They were provided by the Virginia Department of Emergency Management (VDEM), hooked up on the morning of 20 February, and stayed hooked up until power was restored.



Daily Incident Action Plans were published beginning 17 February and continued daily through 23 February. Status updates were also completed daily beginning 18 February. These plans and the supporting documentation were turned over by the Planning Section Chief Kirby Woolfolk (VDOF) to Ms. Susan Tucker with the County Staff.



Initial Actions

In anticipation of the pending severe winter weather, Governor Ralph S. Northam issued Executive Order #76 which was a Declaration of a State of Emergency due to anticipated winter weather. This was to open up funding to prepare for and coordinate the Commonwealth's response to the storm. This State Emergency Declaration directs the state and all local governments to render appropriate assistance to prepare for this event, to alleviate any conditions resulting from the situation, and to implement recovery and mitigation operations and activities so as to return impacted areas to pre-event conditions as much as possible.

In order to marshal all public resources and actions, this order directs all state agencies to implement their portions of the Commonwealth of Virginia Emergency Operations Plan,

activate the State Emergency Operations Center and coordinate the provision of assistance to state, local, and tribal governments and to facilitate emergency services assignments.

The Executive Order is in effect until March 13, 2021 unless amended or rescinded by the Governor.

The storm started effecting Nottoway County around 0100 on Saturday, February 13, 2021. Later that morning, the Blackstone Fire Chief as Chairman of the Nottoway County Emergency Services Committee contacted Mr .Sherman Vaughn, Chairman of the Board of Supervisors and Emergency Services Coordinator to suggest that the County EOC be opened up due to the devastation from the storm.

Mr. Vaughn conferred with Mr. John Prorise, Deputy County Administrator and they began preparations to declare a County State of Emergency related to the storm and contacted all Board members to determine support for this declaration. The next actions were to prepare to open the County Emergency Operations Center and possibly opening of Shelters to provide housing for citizens with no power for an extended period of time.

Nottoway County declared a State of Emergency due to the winter storm on February 13.

AAR Comments

- County staff and the Chairman of the Board of Supervisors openly embraced VDEM personnel upon their arrival and were very open to state that they were overwhelmed. Cooperation was excellent. The County staff understood their limitations and were very open to seek external assistance.
- County staff worked tirelessly and was very willing to work long hours until the incident was concluded.
- There were open lines of communication between the County and all three towns.
- The Nottoway County Emergency Operations Plan (EOP) was being used in the EOC, but the staff was challenged due to a lack of training in the plan, exercising the plan, and limited knowledge of how they fit into the plan.
- County staff had set their priorities, but the initial organizational structure was minimal. Each of the EOC staff should have minimal EM training and be assigned specific EOC roles in advance of the EOC opening.

- County staff was not well versed in Incident Command or EOC Operations.
- The County Administrator was on vacation.
- The Deputy County Administrator was in his 18th day on the job.
- The Emergency Services Coordinator is also the Chairman of the BOS and this was his first disaster in many years.
- The County Emergency Declaration was enacted after the storm and not before the storm.
- The EOP was dated December, 2016. The EOP should have been updated in 2020. It did not appear that the revision had been started.
- The EOC is very limited in size and technology.

Leaders Intent

In an effort to be sure that all parties were working towards the same ultimate goal while concentrating on the objectives that related to them, Mr. Vaughn, Mr. Prosise, and Lee Williams worked up a Leaders Intent statement that we wanted all parties to keep in mind while working on this incident.

To provide service and support to the Citizens of Nottoway before, during, and after

To document all actions and expenses in order to seek potential reimbursement through the Governor's Executive Order.

AAR Comments

- While Leader's Intent was obvious in the EOC, no Leaders Intent statement was initially formalized to ensure that everyone in the County was working towards the same end state.
- VDEM staff assisted Mr. Prosise and Mr. Vaughn in developing a Leader's Intent statement for inclusion in all Incident Action Plans (IAP).
- Many in Nottoway County are not used to working with the concept of Leader's Intent and did not fully grasp how to integrate their role into a large organization/incident.

Incident Objectives

The first set of Incident Objectives were published on 17 February, 2021 and developed jointly by Mr. Sherman Vaughn, Mr. John Prosis, and Mr. Mark Stone from VDEM. The initial objectives included the following:

- 1) Provide for public safety and health.
- 2) Establish three warming stations throughout the County located at the Elementary Schools of Crewe, Burkeville, and Blackstone.
- 3) Establish an overnight shelter for the public at Crewe Primary School following established shelter guidelines. (Congregate Shelter Guidelines)
- 4) Communicate to the public about the existence of these shelters and their operational abilities.
- 5) Establish public transportation from Blackstone and Burkeville Fire Departments to the Shelter

These objectives were re-evaluated each day and adjusted as the incident progressed and priorities changed. The final set up objectives were as follows:

- 1) Provide for public and responder safety.
- 2) Repair and maintain damaged infrastructure and utilities.
- 3) Clean and sanitize Burkeville Elementary School and store shelter equipment.
- 4) Arrange for food and water distribution to the public.
- 5) Communicate to the public the status of the shelter, food and water distribution points and important talking points regarding safety and clean up.

Incident Action Plans (IAPs) were distributed daily by either paper or electronic means to the following:

- 1) All Board of Supervisor members
- 2) All Mayors
- 3) All Police Chiefs
- 4) All Fire Departments
- 5) Nottoway County Emergency Squad
- 6) Nottoway Sheriff's Office
- 7) All County EOC staff

Each IAP explains the "Battle Rhythm" and plan for that operational period.

Many of these personnel are not in the habit of working off of an IAP on a regular basis. The IAP may not have been distributed appropriately in each organization and this may have resulted in some missed communication.

AAR Comments

- Once VDEM personnel arrived on scene, an Incident Action Plan (IAP) was written and distributed each day until the EOC closed. This was to ensure all personnel knew the daily priorities and plan. However, it was obvious that once the IAP left the EOC that many personnel were not familiar with working off of an IAP for their operational direction and the key components may not have been distributed or communicated effectively.
- Staff was not familiar with ICS and not familiar with establishing a "Battle Rhythm" to include established daily timelines and meetings in order to prepare for the next operational period.
- Many in the County had never worked under an EOC concept and they were not used to communicating through their position in the EOC. They often communicated directly with their normal supervisor and left the EOC out of the communications loop.

Incident Timeline

11 February-State Declaration of Emergency

13 February-Ice Storm Hits Nottoway County

13 February-County Declaration of Emergency

14 February-3 warming/charging locations opened

15 February-VDEM offered staff assistance and Nottoway County accepted

16 February-VDEM Regional Coordinator Mark Stone arrived to assist-1st IAP prepared and distributed on 2/17

17 February-VDEM Incident Management Team Coordinator Lee Williams arrived to transition with Mark Stone

17 February-one warming shelter transitioned to 24 hour COVID compliant shelter

17 February-Packaged meals and water were ordered to begin food and water distribution on 18 February

18 February-Southwest IMT marked available after storm passed their area and dispatched immediately to Nottoway County.

19 February-Objectives, Organization Structure and IAP expanded to address Food and Water Points of Distribution (PODS), Infrastructure, Public Safety, and increased Public Information issues

19 February-Generators purchased or rented to support sewage pumping stations and public safety radio tower sites-generators removed on 24 February

20 February-Blackstone and Crewe warming stations closed due to low usage and 24 hour shelter opened at former Burkeville Elementary School

20 February-Blackstone and Crewe Primary Schools (former warming stations) were disinfected according to COVID guidelines in preparation for possible school opening.

22 February-Burkeville Shelter closed due to low usage and remaining occupants were provided rooms at hotels to be more fiscally responsible.

25 February-Final occupant in hotel had power restored at their home and checked out of hotel.

AAR Comments

- Governor Northam declared a statewide State of Emergency for the winter storm on 11 February when it was obvious that the storm could be devastating for parts of Virginia. This action allows for potential state funding when needed and preparation for a disaster at the state, local, and tribal level.
- In order to be pro-active, the County should consider and write up a County State of Emergency whenever the Governor declares a State of Emergency that includes Nottoway County. It can be quickly implemented if needed.
- Nottoway County did not declare a State of Emergency until after the storm hit and it was obvious that Nottoway County was severely impacted. This was on 13 February.
- Nottoway has not opened warming stations or overnight shelters in quite a long time. The statement was made that many of the supplies were taken out of the box for the first time when the staff was preparing to open the stations/shelters.
- All disasters start locally and end locally. The County should be prepared to be totally self-sufficient for 72 hours following a disaster. This means more training, exercises, planning, and maintaining a 72 hour supply on hand to utilize for the County or distribute to citizens as necessary (fuel, food, water, etc.). State and Federal assistance is not immediate.

Section Summaries

Incident Command, EOC, and Information Technology

According to the Nottoway County Emergency Operations Plan (December, 2016), the Director of Emergency Management is a Board of Supervisors member and the Coordinator of Emergency Management is delegated to the County Administrator.

As such, Mr. Sherman Vaughn currently holds the position of Director of Emergency Management and has the legal authority to declare a local state of emergency with the consent of the Board of Supervisors. Mr. Vaughn declared a local state of emergency on Saturday morning, 13 February and received support from the Board of Supervisors.

The Nottoway County Emergency Operations Plan states that the County must be prepared to bear the initial impact of a disaster for 72 hours as help may not be available immediately from other local, state, or the federal government.

The County is also required to develop and maintain a primary Emergency Operations Center (EOC) and to designate a backup location for the Emergency Operations.

Mr. Vaughn worked with Deputy County Administrator John Prosis to open up the County EOC and finalize the County Emergency Declaration on Saturday morning, February 13. They also brought in County staff to begin taking actions to serve and support the citizens of Nottoway County.

Initial actions were related to opening up the warming/charging stations and staying in contact with the utilities and public safety to try to determine the extent of damage and to gain situational awareness.

Upon gaining a good situational awareness, the County staff continued with their efforts and requested guidance from the Virginia Department of Emergency Management (VDEM).

AAR Comments

- While the County has a designated EOC, it has serious limitations in order to be fully functional during a disaster.
- From a space standpoint, it was very crowded even with the limited staffing. There needs to be more workspace for each individual and the entire room should be capable of being divided into functional areas.

- There are only two telephone lines coming into the EOC and only six electrical outlets. This is totally inadequate.
- The EOC has a backup generator, but it is not of sufficient capacity to provide HVAC. The staff had to utilize portable electric space heaters in order to stay warm.
- Many of the staff had difficulty accessing their county email accounts from the EOC. This often resulted in them having to utilize their personal email accounts and personal cell phones for County business.
- There were no TV or computer monitors available for the staff to be able to monitor the news, weather, or social media. This is often very important in order to maintain good situational awareness.
- The EOC was not pre-stocked with office supplies and staff often had to return to their offices to retrieve copy paper, staplers, folders, etc.
- The EOC should also be stocked with comfort items for the staff-coffee pot, microwave, paper plates, plastic utensils, etc.
- The County offices do not have backup generators in all buildings. Therefore, County business was closed unnecessarily.
- The County staff is minimal and there is very little surge capacity. If the County had generators in place, there is not enough staff to carry on the County business and operate an EOC simultaneously.
- The County appears to be staffed at an absolute minimal level with no surge capacity. They should evaluate their Staffing Positions with other similar Counties and benchmark with other Counties in order to provide appropriate services to the citizens.

Operations

Mr. John Prosis served as the Operations Section Chief for the incident. The first priority was to support the citizens with a warming/charging station in each town while evaluating sheltering needs. Ms. Bernetta S. Watkins, Director of Nottoway Social Services, was placed in charge of the warming/charging stations and shelter plan. As additional personnel were brought in, the staff was able to address additional issues and write the first set of objectives for the County. The Operations Section was later expanded to include three separate branches-Health and Human Services, Public Safety, and Infrastructure.

AAR Comments

- Mr. Prosis worked tirelessly for long hours and often slept overnight at the EOC. This was his 18th day on the job and his first disaster as the Deputy County Administrator. His previous training was minimal and he had to learn quickly while “on the job.” He kept a very positive attitude and had the respect of County Staff to help carry out the mission.
- The first priority was to provide warming/charging stations and a 24 hour shelter. This was the correct choice since it dealt directly with Life Safety. If the County State of Emergency had been declared prior to the storm, staffing plans could have been developed in advance so that the warming/charging stations and shelters could open quicker.
- After the Health and Human Services needs were addressed, additional resources were allocated to staff the Public Safety Branch and Infrastructure Branches. By the time the Public Safety Branch was implemented, most of the call load had dropped back to near-normal levels.
- The Town Managers oversee personnel and coordinate response within their jurisdictions. The Town Managers, Police Chiefs, and Fire Chiefs need to be more actively involved in the County EOC in order to properly receive and relay information.

Health and Human Services

Mrs. Bernetta S. Watkins served as the Health and Human Services Branch Director. She was responsible for coordinating the Warming/Charging Stations, 24 hour Shelters, and Points of Distribution (POD) for packaged meals, hot meals, and water.

As of 25 February, the Health and Human Services Branch has distributed a total of

792 cases of water

2000 hot meals

4000 packaged meals

The table below lists the activity in the warming stations and 24 hour shelters as of 24 February. These plans had to be altered from the written County EOP in order to be compliant with COVID guidelines. In addition, each shelter must be appropriately organized and staffed with Social Services staff, an EMS crew, and a Law Enforcement Officer.

	Emergency Shelter Report	Date	February 24, 2021
Prepared By	Bernetta S. Watkins	Department	DSS- Services

Date	Blackstone	Burkeville	Crewe	Totals
February 14, 2021	17	6	6	29
February 15, 2021	39	3	7	49
February 16, 2021	10	6	7	23
February 17, 2021	6	6	6	18
February 18, 2021	0	2	7	9
February 19, 2021	0	3	4 –shelter 3 warming	7
February 20, 2021	Closed	Closed	3	3
February 21, 2021			3	3
February 22, 2021			3	3
February 23, 2021			2 - Hotel	2
February 24, 2021			1 - Hotel	1

AAR Comments

- The Social Services Department did a good job operating the shelter once the decision was made to open the shelter. However, it took a long time to reach that decision point and staff had never practiced a shelter opening.
- No staffing plan was developed in advance and travel to the shelters from home was difficult for the staff.
- Shelter locations in the EOP should be re-evaluated to be sure that the best locations are identified and equipped well in advance.
- Shelter drills should be held at least annually and a public education program should be created to ensure the public knows what is involved in opening a shelter. It is not merely opening the doors. EMS and Law Enforcement must be on location and these personnel should be trained about their job responsibilities.
- Many people will not go to a shelter without their pets. A pet sheltering program should be considered to address this need.

Public Safety

Sheriff Robert L. Jones was designated as the Public Safety Branch Director with a Fire and EMS Group and 3 LEO Divisions-one for each town police department. The Nottoway County Volunteer Emergency Services Association provided a representative daily in the County EOC to represent Fire and EMS. Sheriff Jones stayed in close contact daily with the three police chiefs to maintain situational awareness with the three town police departments.

The Nottoway Sheriff's Office dispatches for the Nottoway Sheriff's Office, the Nottoway County Emergency Squad, all three Town Police Departments, and all three Town Fire and EMS agencies. The normal call load is approximately 40 calls in a 24 hour period.

The calls for service began ramping up on 12 February, reached 177 on 13 February, and totaled 686 calls from 12 February through 22 February. This was a significant workload increase for all of the County's Public Safety Agencies. All agencies stepped up and did a great job in meeting the increased demand.

The career as well as the volunteer agencies each increased their staffing to meet the demand. The volunteer agencies also staffed their apparatus in the stations instead of having to respond from home during the prolonged period of bad weather. The four volunteer agencies provided over 900 man-hours of staffing. At the current FEMA volunteer equivalent rate of \$28.46, this amounts to a cost saving of over \$25,000 for this time period.

The volunteer agency's buildings are not set up for 24 hour staffing to include sleeping, eating, and showering. Most of the volunteers slept in one or two rooms with only one bathroom. This close proximity along with inadequate facilities and "relaxed" COVID PPE guidelines caused

an outbreak of COVID -19 in the Blackstone Volunteer Fire Department. To date, they have had 10 positive COVID cases of active firefighters and still awaiting the results from several others.

There were some issues with the generators at some of the public safety radio tower sites and generators were bought to provide power to these towers. Radio communications was not interrupted.

AAR Comments

- The 911 Dispatch Center for the entire County came dangerously close to running out of propane which was a necessity to keeping the emergency generator operating. No one was able to locate the propane contract in order to determine the appropriate legal ramifications of forcing them to fill it or going with another vendor.
- The Public Safety Branch was established with Sheriff Jones operating as the Branch Director and the three police departments, three fire departments, and the Nottoway County Emergency Squad operating under his direction. Although the Sheriff kept in daily contact with all agencies, several comments appeared in the AAR feedback that these organizations felt left out.
- Once the Public Safety Branch was established, Fire and EMS sent a representative to the EOC to ensure smooth communications with all four Fire and EMS agencies. This is a good practice which should be continued in the future. It was obvious that the agencies were not used to operating in the EOC environment and often communicated only with their normal chain of command and left the EOC out of the communication loop.
- All four Fire and EMS agencies are independent organizations and are used to operating autonomously as opposed to supporting Countywide goals.
- The Fire and EMS agencies did an outstanding job of staffing duty crews in their respective stations in order to promote safe travel by not having the volunteers driving from their homes to the stations. This significantly reduced response times.
- The Fire and EMS agencies staffed their stations a total of over 900 manhours which carries an "in-kind" cost equivalent of over \$25,000.

While the staffing was extremely beneficial for response, none of the stations are equipped to adequately support duty crews. The crews were utilized sleeping bags in close quarters with

limited bathroom facilities. This was a contributing factor to a COVID outbreak among Blackstone VFD that spread to approximately one third of the department. All of the facilities should be evaluated to improve living conditions for duty crews in the future. One possible solution would be “firehouse style beds” that fold up into the walls when not in use.



Infrastructure

Due to a shortage of staff, Lee Williams initially filled this role to evaluate the progress of the Utility Restoration, Internet Restoration, the three town water distribution systems, and the three town sewage system.

Southside Electric is the largest electricity provider in the County along with Dominion Power, and the Town of Blackstone. While the County did not have control over any of the utility, the EOC stayed in contact with representatives of each and monitored their progress via their websites and phone calls.

Internet is provided by Century Link and Shentel. Very little effort was allocated to monitoring internet restoration due to staff shortages and other priorities.

Road conditions were monitored through communication with VDOT. Just as with utilities, the County did not have direct control over the crews assigned to opening and clearing roads.

Water distribution systems are owned by the three towns. All three towns have backup generators and water supply was not an issue.

Sewage treatment systems are owned by the three towns. Blackstone and Crewe have backup generators for each sewage pumping station. Burkeville has one generator that they shuttle between each pumping station to prevent any overflow. This generator had problems and the County EOC rented a replacement generator through the State EOC which ran for multiple days. There was no spillage or backup.

AAR Comments

- Some of the Public Safety communications towers did not have backup generators in place.
- All three town water systems appeared to have adequate backup generators in place in order to keep the elevated tanks full and maintain adequate water pressure for fire suppression.
- While Blackstone and Crewe had backup generators for their sewage pumping stations, Burkeville had only one portable generator that they had to shuttle between three pumping stations. The County was able to rent an additional generator through a VDEM contract in order to insure there was no sewage overflow. It took quite some time to determine the specifications and hookup requirements in order to secure the correct generator. The Town of Crewe was able to operate without additional generators, but a contingency plan was developed in case one of their generators failed. This also took some time to determine the specifications and hook up requirements.
- All Infrastructure sites that require an emergency generator should be evaluated Countywide and specifications and hookup requirements should be pre-established so a contingency plan can be rapidly implemented.
- If not already in place, a regular schedule for exercising and maintaining all generators should be established.

Public Information.

The County has no dedicated Public Information Officer and has little access to their website. The County did not use any social media until this incident when they set up a Facebook account.

Logan Presley is normally the County Payroll Clerk and filled the Public Information Officer (PIO) position for this incident. When the payroll needed to be processed, she had to leave the EOC to process the payroll.

AAR Comments

- Public Information experience, training, and capabilities was a huge void in the County Staff. Mrs. Presley did a good job with the tools that she had to work with, but there were challenges in the manner in which the County has used Public Information in the past.
- The County website is administered by a marketing company and it appears that the staff has very limited capability to update the website or to monitor any metrics in order to see how effective they are being. The County needs to be able to manage its own website.
- The County had never utilized any type of social media prior to this storm. A Facebook account was set up after the EOC opened. In today's world, social media is extremely important to communicate to the public and to get feedback from the public. This was also set up by a marketing company and it appears that the staff has very limited capability to update the Facebook page or monitor any metrics in order to see how effective their messaging is. The County needs to be able to manage its own Facebook page and gain access to the communications metrics.
- Many times, the County staff resorted to posting updates on their own personal facebook pages.
- Social media is always important, but it is even more important during a power failure such as the County experience in this storm. Smart phones are often the only way that citizens can communicate with each other and local, state, or tribal governments.
- One of the members of the Board of Supervisors and the Mayor of Blackstone used their own personal social media accounts in order to communicate with the public. If the County had a dedicated PIO, this information could have come directly from the County.
- The County and the three towns all have Code Red (reverse 911) information messaging systems. There were complaints that there were so many Code Red messages going out that the citizens were overloaded and the messages became ineffective. The Code Red messaging systems should be combined or better coordinated.

- The County should consider hiring a PIO in order to improve communications and transparency between the County and its citizens.
- The County should consider developing its own marketing strategy and messaging format.

Safety

The County has no dedicated Safety personnel. Mr. Phil Miskovic, who is the Mayor of Crewe was selected to serve as the Safety Officer for the incident. He often had to leave the EOC to take care of duties in Crewe.

AAR Comments

- Most of the operational resources for this incident were working for the Utilities Companies and their contractors. The Safety Officer position was handled under a separate IAP for the utilities.
- There are very few, if any trained Safety Officers in Nottoway County. The County should consider requesting one in as part of the IMT on future disasters to coordinate safety messages for the public and responders along with the PIO.

Liaison

There was no Liaison Officer for this incident due to a lack of available staff. Lee Williams filled this role. There were many agencies to coordinate with that were critical for the County to return to pre-event conditions. This role should be filled on all future incidents of this type by a properly trained Incident Management Team (IMT) member.

AAR Comments

- A well trained Liaison Officer is critical on an incident of this magnitude in order to take some of the pressure off of the Incident Commander. There were many assisting and cooperating agencies to maintain contact with during this incident and there was not enough staff to handle this job. A trained Liaison Officer should have been requested with the Incident Management Team.
- The Liaison Officer could have been the primary contact with all electrical companies, internet companies, VDOT, towns, and all non-governmental organizations (NGO) such as the Southern Baptist Disaster Relief, American Red Cross, Feedmore, Churches, etc.

- This would help improve overall situational awareness between the County and all stakeholders.
- The County received many offers from outside groups to bring in people and supplies to aid the citizens. In future disasters, the County should provide a trained Volunteer Coordinator to manage all types of donations and emergent volunteers for the incident.

Plans

When the initial request for an Incident Management Team was received, none of the Virginia IMTs were available. This was because they were all being held by their local governments in case the personnel were needed by their home agency.

The Virginia Division of Forestry was able to fill this single resource with Kirby Woolfolk who has IMT experience and performed admirably. The Plans Section conducted the initial Command Meeting to determine Leaders Intent and subsequent Command and General Staff, and daily Tactics Meetings, Planning Meetings, and Operations Briefings.

The objectives were re-evaluated on a daily basis and the IAP was developed based on this series of meetings.

Upon arrival of the Southwest Virginia Incident Management Team, we were able to fill the Situation Unit Leader position and the Documentation Unit Leader position. A daily situation report was developed and distributed to the County EOC staff as well as a mailing list to all stakeholders and the state EOC. The Documentation Unit Leader was able to prepare a paper copy of all documents and an electronic copy of all documents which they left with the County upon their departure.

AAR Comments

- The Plans Section Chief was overworked for most of this incident due to a shortage of trained personnel. A Situation Unit Leader and Documentation Unit Leader were requested, but later re-allocated to Charlotte County to assist with a similar situation in Charlotte County.
- The IAPs were good planning and operational tools, but many personnel in the County were not used to working with them.
- A Documentation Unit Leader is needed to organize a Master File for the incident by obtaining documents from all personnel assigned to the incident.

- A Situation Unit Leader is needed to monitor all aspects of the entire incident and provide concise updates to the Command and General Staff as well as the State EOC on a regular basis.

Logistics

When the initial request for an Incident Management Team was received, none of the Virginia IMTs were available. This was because they were all being held by their local governments in case the personnel were needed by their home agency.

Susan Tucker filled this role initially. The Virginia Division of Forestry was able to fill this single resource with Bill Elliott. Bill did a great job and worked in this position until the Southwest VA IMT arrived and were able to fill this role. At that time the Southwest VA IMT filled the role with Chris Ramey and Bill rotated to Ground Support Leader and Susan Tucker rotated to Supply Unit Leader.

Bill was released to go back to his normal job on 24 February. In hindsight, this was too early and we still needed him until 26 February.

AAR Comments

- Logistics was also shorthanded due to a lack of trained personnel. There was a heavy workload due to the requirements of the shelter, feeding stations, deliveries, pickups, inventory storage.
- The landfill crew did an admirable job in filling these roles, but they had to do their daily jobs as well.
- Anytime that the County is involved in feeding hot meals, a Food Unit Leader from the Health Department should be utilized to brief food handlers, monitor compliance with food safety regulations, and inspect feeding sites.

Finance

When the initial request for an Incident Management Team was received, none of the Virginia IMTs were available. This was because they were all being held by their local governments in case the personnel were needed by their home agency.

Katy Tomer is the Nottoway County Director of Finance and she filled the role when the County EOC first opened. She is very experienced and did a great job tracking all expenses. When

the Southwest VA IMT arrived, they were able to provide her some assistance. This position will be needed extensively in the future to document all expenses submitted for reimbursement.

AAR Comments

- Complete and proper documentation is essential in a time of disaster in order to track and seek reimbursement for all eligible expenses due to a major incident. The Finance Department for the County is a one-person department. This is a huge undertaking on a daily basis, much less during a disaster.
- Extra finance personnel should be brought in to deal specifically with the disaster.
- Recovery is a long term process and will go on for an extended period of time after the disaster in order to document and receive all eligible reimbursements.

COVID 19 Mitigation

The County EOC staff set up the room so that everyone could maintain social distancing as much as possible and as often as possible. Masks and hand sanitizer were supplied and available to everyone in the EOC.

AAR Comments

- All EOC and Shelter Staff along with shelter occupants should have received a COVID-19 rapid test to ensure no one was positive for the virus.
- The County EOC is not large enough to handle a major disaster. Social distancing was practiced, but there were definite space limitations.
- IT infrastructure at the EOC to allow for virtual workstations was not in place.
- If a larger EOC is not possible, the IT infrastructure should be improved in order to allow for some virtual operations.
- While the Fire and EMS staffing was extremely beneficial for response, none of the stations are equipped to adequately support duty crews. The crews were utilizing sleeping bags in close quarters with limited bathroom facilities. This was a contributing factor to a COVID outbreak among Blackstone VFD that spread to approximately one third of the department. All of the facilities should be evaluated to improve living conditions for duty crews in the future. One possible solution would be "firehouse style

beds” that fold up into the walls when not in use as well as portable “office dividers” to maintain social distancing.

Transition Plan

The Incident Management Team supplied a written Transition Plan to the County when the EOC was downsized and it also covers when the EOC is closed. This will help to insure that nothing is missed between the IMT, VDEM staff, and the regular County staff.

AAR Comments

- Every time that the EOC is opened or closed, there is a transition period when business is ramped up from normal daily operations to emergency operations and then ramped down in a return to normal daily operations.
- The County should insure that a transition plan is done in order to document all actions and insure that no items “slip between the cracks.”

Overall After Action Report Summary

- The County EOP needs to be reviewed in detail and updated on a regular basis.
- The County staff needs to train on the County EOP at least annually.
- All Nottoway County and town staff (including volunteers) need to be more familiar with the National Incident Management System (NIMS) and take the appropriate ICS classes for their position.
- All elected officials should take the appropriate NIMS classes for their position-ICS overview for Elected Officials (4 hours).
- The Primary and Backup EOCs need to be updated from a space, layout, and technology standpoint.
- The County and town staffs should train and participate in at least one EOC drill per year.
- The Social Services, Law Enforcement, and EMS personnel should train and participate in at least one Shelter Opening drill per year.
- The Shelter Plan should be evaluated to be sure that the most appropriate facilities are being utilized.
- The County staff should consider and draft an emergency declaration every time that the Governor enacts one for this portion of the state. By doing so, the BOS can discuss it and implement it if Nottoway County is in danger of being effected.
- The County staff needs to “lean forward” and be more pro-active rather than re-active when dealing with potential disasters.

- The County should hire a full time Emergency Management or Emergency Services Coordinator.
- The County should hire a part time Public Information Officer.
- The County should train several people in Donation and Volunteer Management in order to coordinate these duties outside of the EOC.
- All appropriate County and town staffs should take PIO training.
- Volunteer agencies provided the County with over \$25,000 in free staffing during this disaster alone. To provide staffing and operational costs for one engine and one medic will cost an average of \$1.7 million per year. Nottoway County cannot afford to have these volunteer agencies transition to a career service. The volunteer fire and EMS agencies are very beneficial and should be supported in order to have a strong volunteer system.
- Benchmark and participate with similar rural Southside Virginia Counties in order to improve emergency management practices and build coalitions to assist each other.
- Join and participate in the Central Virginia Emergency Management Alliance in order to improve emergency management practices and build coalitions to assist each other.



From: Pletch, Donna <donna.pletch@vdem.virginia.gov>
Sent: Thursday, April 8, 2021 5:53 PM
To: John Prosisen
Cc: King Jack dis27829; Costin Ted ilv88067; Sherri Laffoon; Weaver, Amanda
Subject: VDEM Contract Support for Nottoway

Good afternoon John. Per our discussion, I have several contractors currently working for VDEM region 1 from the [Olson Company](#). I'd like to offer the assistance of one of them to Nottoway County to assist in the development of an improvement plan based on Lee Williams After Action Report from the ice storm. This contractor has extensive emergency management experience and I can provide you with his resume if you'd like to review it. The contractor would need to work remotely and coordinate with the county over video calls. He may be able to travel to Nottoway for in-person meetings, but I'll need to verify that with the contract administrator. He would perform this work at no charge to the county, as he is already under contract by VDEM.

The development of an improvement plan will be beneficial to Nottoway, as it will enable the county to prioritize the issues identified in the After Action Report. The contractor can then use this priority list to develop a corrective action plan to resolve or mitigate any deficiencies.

Note that the current task order for this contractor expires on June 30, 2021 and I do not know if it will be extended. If Nottoway agrees to this offer of assistance I will have the contractor start right away and work until the project is complete or the contract ends.

In closing, I want to highlight that VDEMs primary mission is to promote and support local preparedness and emergency management efforts. We allocate resources where they are needed the most. The ability of Nottoway to manage future disasters and meet citizen needs is of great importance and I can think of no better project for our contractor to work on at the current time.

Respectfully,

Donna Pletch

Chief Regional Coordinator, Region 1 / Disaster Services Bureau
Virginia Department of Emergency Management (VDEM)

donna.pletch@vdem.virginia.gov

www.vaemergency.gov

Office: (804) 267-7620

Cell: (804) 484-4198



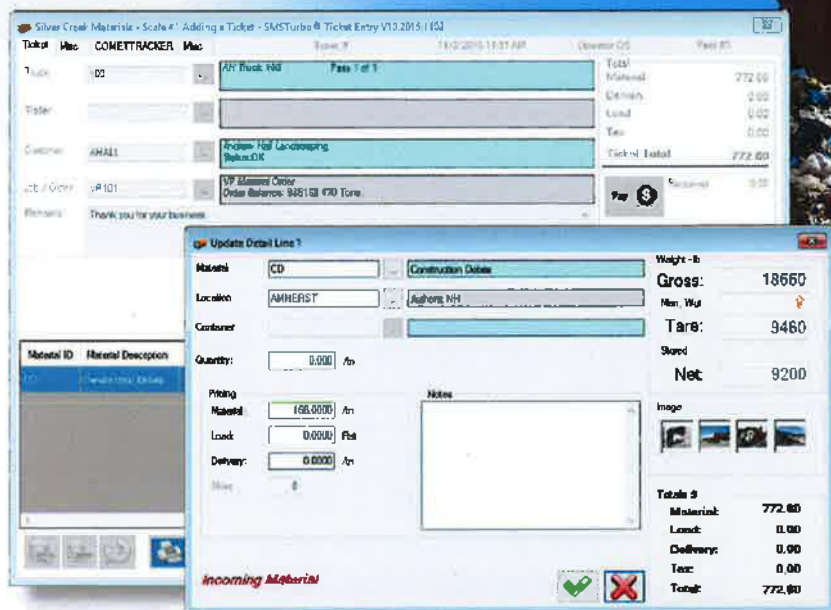
www.creativeinfo.net

SMSTurbo
Scale Management Software

Features

- Interface to Most Digital Indicators
- Address Multiple Scales
- Interface to Truck and Floor Scales
- Unlimited Customers, Trucks, & Materials
- Store Tare Weights
- Interface to Your Accounting Software
- Credit Limits
- Miscellaneous Charges
- Customer Orders/Job Tracking
- Pricing By Account and Order/Job
- Quoting Functions
- Video & Image Capture
- Unattended Systems
- Remote Ticketing Solutions
- Intelligent User Defined Fields
- Mobile Devices
- Location Tracking
- Hauling Charges
- Hauling Cost Tracking
- Calculate Multiple Fees
- Minimum Charges
- Multiple Items Per Ticket
- Import & Export Data
- Set Max Weights
- Set Permit Expiration Dates
- Security Authorization Limits
- Set Site Volume Limits
- Credit and Debit Card Processing
- Cash Drawer Interface
- Electronic Signature Capture
- Score (Messaging) Boards
- Control of Lights & Gates
- Touch Screen Displays
- Foreign Language Prompts For Ticketing
- Scale Activity Security Log (Secure Scale)
- Multiple Site Integration
- Peer-to Peer or Server-Client
- Integration to Third-Party Systems
- Excel Pivot Table Integration

SMSTurbo® is a modular system. The modules that are purchased and installed determine features and capabilities of the software. Some of the features listed above require the purchase of modules beyond the base product. The purchase of supporting hardware and/or services may be required for some modules. Please contact a CIS salesperson for details and a complete list of requirements.



CREATIVE



Meets All Your
Ticketing Needs.

WITH CUSTOMERS ranging from one-man operations selling product by the yard to Fortune 100 Companies running hundreds of scales across multiple locations, SMSTurbo® has a solution to meet your business needs. As the leader in Scale Management Software, **SMSTurbo®** has been meeting the needs of the Aggregate, Asphalt, Cement, Mining, Feed, Farming, Timber, Shipping, Septage, and Waste/Recycling industries since 1984.

SMSTurbo® provides a comprehensive set of ticketing features to record truck or industrial scale transactions. Tickets may be organized by trucks, customers and materials. SMSTurbo® simplifies ticket creation and transaction accuracy because it can automate the entry of ticket data. Ticket entry in SMSTurbo® is simple, intuitive, and easy for any operator.

Creative Information Systems

27 Lowell St. - Ste. 402 - Manchester NH 03101

Phone: (603) 627-4144 - Fax: (855) 688-1150 - email: vparrish@creativeinfo.net

SMSTurbo® A product of



Quote

Date	Quote #	Customer ID	Rep
04/05/21	SMSQ15201		Victor Parrish

Sold To: Nottoway County
Logan Presley
PO Box

Nottoway VA 23955

Phone: (434) 645-8696

Fax:

Sold To Account Number:

End User: Nottoway County
Logan Presley
PO Box

Nottoway VA 23955

Phone: (434) 645-8696

Fax:

Qty	Description	Unit Price	Monthly Subscription
SMSTurbo Primary License			
1	SMSTurbo for Windows with Authority Levels, v10	\$125.00	\$125.00
1	Driver's License Data Capture	\$20.00	\$20.00
1	User Defined Fields	\$20.00	\$20.00
	SubTotal		\$165.00
SMSTurbo, Additional License			
1	SMSTurbo for Windows, Accounting/Admin License (same features & options as Primary) This license represents a special price and is only valid for one additional license of SMSTurbo. Any additional licenses of SMSTurbo will be priced at their normal volume license discount of 50% off of the Primary License.	\$50.00	\$50.00
Additional Software Options			
1	Manual Export/Import Utility (for moving data between Ticketing Site and Billing/Admin Office)	\$35.00	\$35.00
1	QuickBooks Interface with Synchronization Requires QuickBooks Pro v 2012 or newer Includes General Ledger Numbering, Pricing Review, and new Customer/Vendor synchronization modules.	\$80.00	\$80.00
	SMSTurbo Software Total		\$330.00

Maintenance - Software Maintenance and Support are included with the SMSTurbo Subscription. If executing the Perpetual License purchase option, the first year of Software Maintenance

Qty	Description	Unit Price	Monthly Subscription
	and Support are included and annual renewal is required. See terms section below for details.		
	Services		
16	Remote Installation & Training Services. (Budgeted, you will be billed actual amount)	\$4.00	\$64.00
1	Configuration Services. - Custom to address Account Balances If tickets are going to be exported from the ticketing site and imported into the office more frequently than the actual invoicing, a custom configuration will need to be implemented that will allow the ticketing site to calculate the Customers outstanding balance in order to present a warning to the operator when the customer is approaching their Credit Limit. A user-defined field will be created for recording the total dollar value of the "Un-Invoiced Tickets" in the Office. This value will be included every time the office exports Customer records to the Ticketing Site. A new calculation will be provided at the Ticketing site to determine if the Customer is at or approaching their Credit Limit. (Credit Limit) - (Current Balance) - (Un-Invoiced Ticket Value) - (Un-Exported Ticket Value) = Available Credit	\$48.00	\$48.00
	SubTotal for Services		\$112.00

Notes

* The credit card processing option quoted above requires processing services by an approved SMSTurbo credit card processor. The two processor options are Accelerated Payment Technologies (aka XCharge) and Merchant Partners. Contact information for both companies will be provided in the customer is responsible for determining which processor they choose to utilize. The individual processor will provide them with quotes for processing fees and magnetic stripe credit card reader.

Data Conversion. Unless a specific line item is included above this quote does not include any data conversion for the initial set up of SMSTurbo. Under certain circumstances CIS can provide import utilities for importing Trucks, Customers, Materials, Locations, Orders, and Rates. If the import of existing data is required it is customer's responsibility to provide the source files for evaluation. At that point CIS will provide a good faith estimate of the amount of time that will be required to import those files into SMSTurbo. All data conversion services are billable at \$145 per hour.

This quote assumes that the customer is supplying all required hardware except that which is quoted above. Please see attached Hardware Requirements document for minimum specs.

The Scale Indicator(s) will need to be connected to the computer(s) and configured to communicate to the software properly. This will require a paid service call to your Scale Service supplier.

The QuickBooks software and SMSTurbo software client must be installed on the same PC if that PC is to be involved in performing the SMSTurbo/QuickBooks interface function. See attached QuickBooks Primer document for additional information relative to the use of the QuickBooks interface.

Qty	Description	Unit Price	Monthly Subscription
	Additional Remote Installation / Training / Configuration / Report Writing Services are available for \$145 per hour. On Site Services including Installation, Configuration, Set Up, and Training are available for an additional charge directly from Creative Information Systems. Call for details. Shipping will be billed based on actual freight costs of products ordered and shipping method requested. Estimate available upon request.		

PURCHASING OPTIONS EXPLAINED

SMSTurbo can be purchased under two different licensing models; Subscription or Perpetual License. There are advantages to either option. The following is a brief outline of the two different options.

Software Subscription:

A Software Subscription provides user(s) use of the software on an ongoing basis as long as the subscription is maintained. The subscription requires a time commitment and can be renewed at the end of that commitment. A Software Subscription includes use of the software, any available software updates, and unlimited technical support during the term of the subscription. Additional licenses and/or software modules can be added to the subscription at any time by simply adjusting the current subscription rate. The Software Subscription model provides the immediate benefit of the software without the total cost upfront.

Perpetual License:

A Perpetual License provides the user(s) use of the software indefinitely (i.e. Perpetually). The Perpetual License is purchased upfront and includes Annual Maintenance and Support for a specific period of time. Renewal of the Annual Maintenance and support is required upon expiration. Additional licenses and/or software modules can be added to the perpetual license by purchasing the licenses or modules at the then current perpetual license price. The Perpetual License model requires the total upfront cost of the software and ongoing Software Maintenance and support renewal.

Pricing for both purchase options are outlined below.

SUBSCRIPTION TERMS

Monthly Subscription: \$442.00

The initial Subscription is based on a 36 consecutive month commitment. Subscription fees are billed quarterly. This requires a credit card number that will be used for quarterly billing. Your credit card will be billed just prior to your current quarter expiration date. If your credit card payment is not successfully processed, you will be contacted for an alternative payment method. If payment is not received prior to your current quarter's expiration date the software will cease to function until payment has been arranged. Customers wishing to receive a 10% discount on their subscription rate can pay annually.

Quarterly Payment	\$1,326.00
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Shipping	\$0.00
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Deposit Required For Quarterly Payment Option	\$1,326.00
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Deposit Required For Annual Payment Option	\$4,773.60
Reflects a 10% discount of \$530.40	

PERPETUAL LICENSE PURCHASE TERMS

Customers that choose to purchase a software license can utilize this option. This option includes the first year of recurring Annual Maintenance & Support for the software modules outlined in the quote. Annual Maintenance & Support will automatically renew at the end of the first year per the terms of the software license and support & maintenance agreements. The cost for Annual Maintenance & Support will be based on the then current rate for the software modules licensed

Based on this quote, today's rate for the Annual Maintenance renewal is \$1,510

Perpetual License Purchase	\$13,120.00
----------------------------	-------------

Shipping	\$0.00
----------	--------

Deposit Required with Order	\$6,560.00
------------------------------------	-------------------

Balance due, and Net 30 Days	\$6,560.00
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Terms & Conditions

ALL PRICES QUOTED ARE IN US DOLLARS. ALL SALES ARE SUBJECT TO THE TERMS AND CONDITIONS STATED IN THE CIS "PURCHASE AGREEMENT", "SOFTWARE LICENSE AGREEMENT", AND "SUPPORT AND MAINTENANCE AGREEMENT" - PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - QUOTE VALID FOR 30 DAYS FROM ISSUE DATE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALL THIRD PARTY SOFTWARE IS SUPPORTED BY THE RESPECTIVE MANUFACTURERS. CIS DOES NOT SUPPORT, TRAIN ON, OR WARRANTY ANY THIRD PARTY SOFTWARE. GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY THE MANUFACTURER'S LIMITED WARRANTY, COVERING PARTS AND LABOR ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. CANCELLED ORDERS INVOLVING CUSTOM WORK WILL RESULT IN THE FORFEITURE OF THE DEPOSIT. SERVICES ALREADY RENDERED ARE NOT ELIGIBLE FOR CANCELLATION OR RETURN. CANCELED OR RETURNED ORDERS WILL RESULT IN A MINIMUM TWENTY-FIVE PERCENT (25%) PROCESSING FEE. ANY RETURNED ORDER REQUIRES A RETURN MATERIAL AUTHORIZATION (RMA) NUMBER. REQUESTS FOR AN RMA NUMBER MUST BE MADE IN WRITING AND MUST INCLUDE DETAILED REASONING FOR THE REQUEST. WHETHER OR NOT AN RMA NUMBER IS ISSUED IS AT THE SOLE DISCRETION OF CIS. BY SIGNING BELOW THE CUSTOMER AUTHORIZES CIS TO USE THEIR COMPANY NAME, ADDRESS, LOGO, WEB SITE LINK, CONTACT INFORMATION, AND NONCONFIDENTIAL INFORMATION FOR PUBLICIZED CASE STUDIES AND MARKETING MATERIALS. CIS DOES NOT COLLECT ANY STATE'S SALES TAX. ALL TAXES ARE THE RESPONSIBILITY OF THE CUSTOMER TO BE PAID TO THE APPROPRIATE TAX AUTHORITY.

Quote Number: SMSQ15201

PAYMENT OPTION

(Check One)

- ☐ Quarterly Subscription
- ☐ Annual Subscription (w/ 10% Discount)
- ☐ Perpetual License

Signing below acknowledges and approves the Software, Equipment, Services, Fees, Terms, and Conditions quoted above.

Name	Title	Date
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SMSTurbo QuickBooks Professional / Enterprise Interface Primer **(This does NOT apply to QuickBooks Online Users)**

The following information should be taken into consideration before deciding to purchase the QuickBooks Interface for SMSTurbo. The QuickBooks Interface is very powerful. It can greatly reduce labor costs and virtually eliminate errors from manually entering ticket data into QuickBooks. However, it is critically important to fully understand some basic rules about the interface and how it interacts with QuickBooks.

- QuickBooks 2016 Pro or newer is required. This includes the industry specific additions (i.e. Contractor, Manufacturing, etc. QuickBooks Enterprise edition is supported. QuickBooks Basic and QuickBooks On-line Edition are NOT supported.
- Every Customer/Vendor in QuickBooks must have a unique Account Number & Name.
 - The account number must be no more than fifteen (15) alphanumeric characters. No spaces. No special characters (!@#\$%^&*"'><., etc.). Alpha characters must be capitalized. This number will be used as the Customer or Vendor ID in SMSTurbo.
 - Account Names must match exactly between SMSTurbo and QuickBooks. SMSTurbo offers a synchronization tool to synchronize accounts between the two applications.
- Basic Customer and Vendor information (name, address, phone number, e-mail address, credit limit, and terms) can be entered / maintained in either SMSTurbo or QuickBooks. If the user prefers, the interface can be configured so that this information must be maintained in QuickBooks.
- Every Item Number and Name in QuickBooks must be unique.
 - The number must be no more than fifteen (15) alphanumeric characters. No spaces. No special characters (!@#\$%^&*"'><., etc.). Alpha characters must be capitalized. This number will be used as the Material ID in SMSTurbo.
 - Item Names must match exactly between SMSTurbo and QuickBooks. SMSTurbo offers a synchronization tool to synchronize accounts between the two applications.
- SMSTurbo and QuickBooks must be installed on the same PC that is to perform the Billing process. This computer needs to have access to both the SMSTurbo database and the QuickBooks company data file.

- Unpaid SMSTurbo Tickets that are produced using QuickBooks "Customers" will create QuickBooks Receivable Invoices. Paid SMSTurbo Tickets that are produced using QuickBooks "Customers" will create QuickBooks Sales Receipts.
- Unpaid SMSTurbo Tickets that are produced using QuickBooks "Vendors" will create QuickBooks Payables (Bills) or Purchase Orders. Paid SMSTurbo Tickets that are produced using QuickBooks "Vendors" will create QuickBooks Payment (Check, Cash, Credit Card) entries.
- You will have the option to print your invoices with the SMSTurbo / QuickBooks Interface or from within QuickBooks.
- Depending on how you use Taxes the QuickBooks Tax Reports may not be accurate. Tax Reports are available in SMSTurbo.
- Maintaining inventory levels in QuickBooks is **not** recommended using this interface.
- Customer tickets from SMSTurbo can be broken out into a separate invoice by the Order that they reference if any of the following conditions exist:
 - The "Invoice by Order" switch is checked in the Customer record.
 - The Customer Order has Terms assigned to it.
 - The Customer Order is imported from the QuickBooks Job.

A full understanding of the above information is critical for a successful implementation of SMSTurbo with the QuickBooks Interface. If you have any questions about any of this information you must call your Creative Information Systems Inc. contact for clarification.

Customer Name

Customer Title

Customer's Signature

Date

QuickBooks is a trademark of the Intuit Corporation. As a registered Developer in the QuickBooks Solutions Provider program, CIS is not representing itself as Intuit or QuickBooks but is trying to educate the end-user of the interface available and how to get the most from your QuickBooks investment.

SMSTurbo Reports Primer

A powerful feature of SMSTurbo is its ability to print data in an endless array of reports & tickets. These reports/tickets offer concise information to help you run your business. Reports are chosen from the Report Center menu.

All SMSTurbo reports/tickets are generated using Fast Reports®. It is not necessary to purchase Fast Reports® to run the reports from SMSTurbo, including the standard reports in the SMSTurbo Report Center and/or custom reports created for you by Creative Information Systems. The SMSTurbo Report Center includes many powerful reports and, in most cases, will meet all of your reporting needs.

You may have additional needs that go beyond the standard reports included with the Report Center. In that case there are three options:

1. SMSTurbo's Report Center includes a Layout Design Editor that allows you to make simple changes to existing reports (i.e move fields, adjust sizes, add logos, etc.)
2. You may opt to have Creative Information Systems customize an existing report or create a new report/tickets for you (fees apply).
3. The ability to make advanced changes to any of the provided reports/tickets or write your own custom reports/tickets is possible through an Advanced Report Designer available from CIS. Contact CIS for details.

Report services generally fall into one of two categories:

1. Minor modifications of existing reports/tickets and the creation of very simple new reports/tickets. These types of reports are billed at \$145 per hour with a 2-hour minimum charge.
2. More Complex custom reports/tickets or a large number of report modifications will generally result in a separate quote or a separate line item within a quote specifically intended to provide a budget item for this service. These types of reports are billed at \$145 per hour with a 4-hour minimum charge.

In either circumstance it is critically important that we have a clear understanding of exactly what you are looking for in the desired report/ticket. This is best accomplished when you provide a detailed fax or e-mail representing not only the information that you wish contained in the report/tickets but also how you would like to have the information laid out and if any sorting and/or sub totaling is required. In the case where an existing report/ticket is being modified it is best to "markup" an existing version of the original report/ticket for reference. Please be as detailed as possible when making these requests. Please keep in mind that what you consider to be the proper look of a report is very subjective. What might seem obvious to you may not seem obvious to someone else.

Samples of the reports/tickets that are provided with SMSTurbo are viewable at <http://www.creativeinfo.net/pdfs/v10SampleReports.pdf>. This file is best viewed via Internet Explorer, Edge, or Chrome. It is the customer's responsibility to review these sample reports to determine if any additional reports/tickets will be required. A full understanding of the above information is *critical* for a successful installation of SMSTurbo. If you have any questions about any of this information you must call your Creative Information Systems Inc. contact for clarification.

A full understanding of the above information is critical for a successful implementation of SMSTurbo. If you have any questions about any of this information you must call your Creative Information Systems Inc. contact for clarification.

Customer Name

Customer Title

Customer's Signature

Date

Remote Installation Services Primer

Remote Installation Services provides you with a dedicated technician for an allotted period of time. The technician will work with you over the phone and assist you with the Installation and Setup of SMSTurbo and related options. The use of remote access tool via a high-speed internet connection allows the technician to remotely take control of your computer while you observe every step.

Remote Installation Services require a commitment and efforts on your part. Service times must be scheduled in advance with our Support Department. Scheduled times are in 1-hour blocks. A high-speed internet connection must be available for the scheduled service time. Your personnel that are involved must be available and free of interruptions for the scheduled service time. A paid service call from your Scale Service Supplier will be required for the connection and configuration of your Scale Indicator and your ticketing PC. All hardware involved must meet CIS's minimum hardware requirements. Although Remote Installation Services is a time and money saving option for installation it may not be the best solution for every customer. On Site Services are available and preferred by many of our customer. You should discuss both options with your CIS salesperson.

A full understanding of the above information is critical for a successful implementation of SMSTurbo. If you have any questions about any of this information you must call your Creative Information Systems Inc. contact for clarification.

Customer Name

Customer Title

Customer's Signature

Date

SMSTURBO[®] HARDWARE & 3rd PARTY SOFTWARE REQUIREMENTS

The following items are supplied by the Customer unless otherwise noted in the proposal.

Hardware Waiver

Customers may provide their own hardware. It must be in like-new working condition and meet Creative Information Systems' (CIS) requirements. If you choose to use a brand or a configuration that CIS is not familiar with, the customer could incur additional charges to set up the system. If these charges exceed the hours allotted for installation and/or training the customer will be charged CIS's hourly rate. In most cases CIS can pre-test your hardware at our facilities to determine compatibility.

Customer acknowledges that computer hardware and software are inherently complex and may not be completely free from errors. Hardware and third-party software warranties are provided strictly by the respective manufacturers. Onsite Service Agreements for hardware are recommended by CIS.

Not all hardware listed will be required for use by each customer. Hardware requirements are based on software options purchased.

Workstation (PC)

2.6 GHz or faster
250 GB hard drive
100 MB or faster network card
Minimum of 8GB RAM
19" color monitor w/1024x768 min. resolution
CIS Recommends 20" with 1280x768 Resolution
High Speed Internet Access (Cellular and Satellite based Internet connections are not supported for remote set up, configuration, and training services)
(1) 9-pin Serial Port (USB-to-serial converter can be used, KeySpan USB 19HS recommended)
Note: A serial to ethernet adapter (i.e. Digi SP1, SP2, etc.) is an option that would allow any PC running SMSTurbo to capture the weight from your scale. This is the preferred method if more than one scale is in use.

Supported Desktop Operating Systems*

Windows 8.1 Professional and Windows 10 Professional (*Home versions of operating systems are not supported with SMSTurbo.*)

Server Operating Systems*

Server 2019 Standard and Datacenter
Server 2016 Standard and Datacenter
Server 2012 & Server 2012 R2 Standard, Datacenter, and Essentials
Server 2008 R2 Standard-Enterprise

Note: Server Operating Systems are supported **but are not required**. The SMSTurbo software and database can be installed on the above-mentioned desktop operating systems

*** NOTE: Windows operating systems include the User Account Control (UAC) functions. UAC must be turned on to at least level 3. This is required for proper functionality of the SMSTurbo Software and many of its peripherals. If UAC is turned off at the time of install, it will need to be turned on. If UAC is subsequently turned off after the installation at any time, this will result in the need to reinstall all SMSTurbo and its related software.**

SQL Server Editions Supported

SQL Server 2019 (64 Bit Only) *

SQL Server 2017 Express, Standard, and Enterprise (64 Bit Only) *

SQL Server 2016 Express, Standard, and Enterprise (64 Bit Only) *

SQL Server 2014 Express, Standard, and Enterprise (32 bit and 64 Bit) *

SQL Server 2012 Express, Standard, and Enterprise (32 bit and 64 Bit) *

*SQL Server Collation - SQL_Latin1_General_CP1_CI_AS required for all SQL Server editions

PLEASE NOTE – SQL SERVER 2005, 2008 and 2008 R2 ARE NOT SUPPORTED

Printers, Ticketing

Laser Printers and Thermal Receipt Printers are recommended (*required if printing Electronic Signatures or Digital Images*)

Okidata ML320 or ML420 printer can be used optionally, requires additional cost for configuration (*DOES NOT SUPPORT Printing Electronic Signatures, Fingerprints, or Digital Images*)

Reporting: Laser (recommended) or Inkjet printer (Dot Matrix printers are not supported for Reporting)

Cameras

SMSTurbo's *Video Image Capture* option supports the use of capturing digital images from Axis brand IP cameras and IP video servers. Analog cameras can be used in conjunction with an Axis brand video server. Additionally, IP cameras that include a webserver interface with a valid still image capture URL are supported. Cameras can be tested if supplied access or a camera to test.

Credit Card Readers

Hardware for reading credit cards is to be supplied directly by the customer's selected credit card Processor (see Credit Card Processing Primer for approved Processors for use with SMSTurbo). If the supplied hardware works with the Processor that hardware will work with SMSTurbo. Note: The only supported hardware for the dual functionality of Credit Card reading and Electronic Signature Capture is the Ingenico Model iSC250 and is currently only supported in conjunction with Credit Card processing from 1st Mile.

Electronic Signature Capture and Electronic Fingerprint Capture

SMSTurbo's *Electronic Signature Capture* and *Electronic Fingerprint Capture* modules support the use of Topaz brand hardware. Standalone fingerprint readers from Secugen are also supported. Specific model numbers that are supported are available upon request. **Do not order these items without consulting a CIS representative first.**

Document Scanning

SMSTurbo's *Document Scanning* option supports the use of two scanners. Scanshell 800NR and 2000NR (up to A4). Other models may be available from the Scanshell product line upon request. Also supports a limited number of WIA compliant scanners. Please contact CIS for current list.

Driver's License Data Capturing

SMSTurbo's *Driver's License Data Capture* option supports the use of the E-Seek M-250 driver's license data scanner or the Scanshell 800DX.

Networking

In a networked environment it is the customer's responsibility to ensure that all workstations, servers, printers, etc. are properly networked and configured to communicate to one another in a high speed, uninterrupted, consistent, and reliable manner. Wired ethernet connections are highly recommended. CIS doesn't not support client computer connections over the Internet. Please consult with your account manager regarding alternative options.

Scale Indicators

Ticketing workstations (PCs) need to be connected and configured to the Scale Indicator. In most cases this will require a paid service call from your Scale Service Provider.

Data Backup

Customers are responsible for the backup and maintenance of all data. Customers should consider off-site backup of SMSTurbo database(s).

Backup Power

CIS recommends the use of a UPS (Uninterruptible Power Supply) for all workstations (PCs), servers and network equipment.

Third Party Software

Microsoft Excel. Microsoft Excel 2007 or newer is required if you are purchasing/utilizing the *SMSTurbo/Excel Pivot Table Interface*.

An industry standard email account is required for certain e-mail functionality in SMSTurbo.

Accounting Interfaces

SMSTurbo offers a comprehensive list of interfaces to accounting software packages. Please speak to your account manager for details and specific requirements.

By signing below, you acknowledge and accept the above Hardware & 3rd Party Software Requirements. Any exceptions to the above stated requirements need to be approved in writing by CIS. Unapproved exceptions to the above stated requirements could have significant effects on the performance and/or functionality of the software. Unapproved exceptions to the above stated requirements could result in significant cost increases to the installation. The customer is responsible for these related expenses.

EXECUTED BY THE DULY AUTHORIZED SIGNATORY OF PURCHASER:

Signature

Date

Print Name & Title

Company Name

Company Address

Creative Information Systems

Purchase Agreement

This Purchase Agreement ("Agreement") is made by and between Creative Information Systems, Inc., a New Hampshire corporation, with offices located at 27 Lowell Street, Suite 402, Manchester, NH 03101 USA ("CIS") and the purchaser of Products ("PURCHASER"), as identified below.

SCOPE: The terms and conditions stated herein shall control for all purchases of CIS products. PURCHASER agrees that in no event and under no circumstances shall terms set forth in purchase orders take precedence over the terms and conditions of this Agreement or Customer Software License Agreement referenced below, the terms of which may be modified only by the mutual written consent of both parties.

SHIPPING CHARGES AND TAXES: All CIS prices are F.O.B. Manchester, New Hampshire, USA. Costs of shipping and insurance shall be paid and borne by PURCHASER. Prices in the CIS Price List do not include federal, state or local taxes, excise taxes, tariffs or duties. PURCHASER agrees to pay all such taxes or to reimburse CIS for such taxes which CIS may be required to pay.

TERMS: All standard CIS Product sales require a fifty percent (50%) deposit, with the balance due upon delivery. Should any amount due CIS from PURCHASER remain unpaid for a period of thirty (30) days or more, PURCHASER shall pay an additional amount equal to the lesser of one and one-half percent (1-1/2%) per month or the maximum rate of interest permitted by law of the overdue amount for each month, or part thereof, that payment is overdue. **NOTICE -** Failure to make a payment when due shall constitute a material breach of this Agreement, giving CIS the option to terminate this Agreement, cause deactivation of the CIS software and /or hardware and immediately repossess the CIS Products delivered to PURCHASER. Costs of repossession shall be the responsibility of PURCHASER. A fifteen percent (15%) cancellation fee will be charged for all cancelled standard orders. Cancelled custom orders will result in the forfeiture of the deposit. Returned orders will result in a twenty-five percent (25%) restocking fee. All returned order require an Return Material Authorization (RMA) number.

CIS CUSTOMER SOFTWARE LICENSE AND TECHNICAL SERVICES: PURCHASER hereby agrees to abide by the terms and conditions stated in the CIS Customer Software License Agreement included with each CIS Product. CIS training, support and maintenance services are provided to PURCHASER under separate written agreement(s), unless specified by CIS.

The customer has received and agrees to the CIS HARDWARE & 3RD PARTY SOFTWARE REQUIREMENTS except where approved in writing by CIS.

GENERAL PROVISIONS: Any lawsuit or litigation arising out of or relating to this Agreement, or the breach thereof, shall be initiated within the jurisdiction of, and in accordance with the laws of, the State of New Hampshire. Should any of the provisions of this Agreement be found to be invalid by any court of competent jurisdiction, the remainder of this Agreement shall nonetheless remain in full force and effect. No modification, addition to, or waiver of any right, obligation or default shall be effective unless in writing and signed by the party against whom such is sought to be enforced. One or more waivers of any right, obligation, or default shall not be construed as a waiver of any subsequent right, obligation or default. This Agreement supersedes all prior written and verbal agreements and understandings regarding purchases and is intended as the complete and exclusive statement of the terms of this Agreement.

EXECUTED BY THE DULY AUTHORIZED SIGNATORY OF PURCHASER:

Signature

Name & Title

Company Name

Date

Company Address

Creative Information Systems

Software Support & Maintenance Agreement

This Software Support and Maintenance Agreement ("Agreement") is made by and between CREATIVE INFORMATION SYSTEMS, INC., a New Hampshire corporation, with offices located at 27 Lowell Street, Suite 402, Manchester, NH 03101 USA ("CIS") and CUSTOMER ("CUSTOMER"), as identified below.

The purpose of this Agreement is to clearly set forth the understanding between the parties as to software support and maintenance services to be performed whereas CIS hereby agrees to provide, and CUSTOMER agrees to accept, on the following terms and conditions, the services described below.

1. SOFTWARE COVERED

1.1 The software supported and maintained under this Agreement includes the CIS Software Products (all hereinafter referred to as "Software") listed in the attached CIS Invoice(s), which is / are incorporated by reference, located at the designated sites specified on the CIS Invoice(s) ("Authorized Sites"). No third-party software or hardware products are covered under this Agreement. All third-party software and hardware products require direct support and maintenance services from their respective manufacturers.

2. SERVICES PROVIDED

2.1 During the term of this Agreement, CIS will (1) provide user support for the Software, (2) provide periodic remedies for any programming errors which are attributed to the Software and which significantly affects use of the Software, as these remedies become available for general release, (3) supply the CUSTOMER with any minor improvements or modifications to the Software which are not chargeable as options, custom work, or new versions of the Software and (4) provide training services regarding use of the Software at CIS' offices or Web conferencing on a regularly scheduled rotating basis.

2.2 In addition to the above services, CIS can provide the CUSTOMER with one set of training materials, tutorial and other technical information.

2.3 Support and maintenance services will be provided during normal business hours, Monday through Friday, 9:00 a.m. - 5:00 p.m. (ET); except legal holidays. This Agreement covers ONLY support and maintenance of the Software; CUSTOMER's rights of use are provided by separate software license(s).

3. MANNER OF SUPPORT

3.1 Support and maintenance services will be provided by verbal telephone contact, e-mail, Web conferencing or by FAX between CIS and the CUSTOMER's employee(s). In case of abnormalities or misbehavior of the Software, CUSTOMER shall notify CIS of the problem(s) and CIS will use its best efforts to respond to CUSTOMER within 24 hours (except on weekends and legal holidays). After responding to CUSTOMER, CIS will resolve the reported problem(s) as soon as reasonably possible. When requested, CUSTOMER shall provide and mail to CIS back-up copies of system and data files.

4. CUSTOMER RESPONSIBILITIES

4.1 It is CUSTOMER's obligation to provide, on an uninterrupted basis during the term of this Agreement, a trained System Manager and Alternate who shall have basic expertise in all aspects of the Software covered by this Agreement. The System Manager or Alternate shall act as liaison between CUSTOMER and CIS for support and maintenance purposes. Proper Software operating procedures shall be followed on an uninterrupted basis by CUSTOMER, as such procedures may be provided by CIS or as set forth in Software documentation, including, at a minimum, regular and systematic back-up procedures. Under no circumstances shall CIS be responsible under this Agreement for restoration of loss of data caused by inadequate Software or equipment operation. It is CIS' policy to answer support questions regarding accounting only from the Software operation point of view. Questions regarding how to best do accounting transactions should be addressed with CUSTOMER's accountant.

Creative Information Systems

Software Support & Maintenance Agreement

4.2 The CUSTOMER agrees to cooperate fully with CIS in effecting the objectives of this Agreement, provide CIS with sufficient support and test time on the CUSTOMER's computer system to duplicate the problem, certify that the problem is with the Software, and certify that the problem has been corrected.

4.3 The CUSTOMER shall inform CIS in writing of any modifications made to the Software other than by CIS. CIS shall not be responsible for maintaining CUSTOMER or third-party modified portions of the Software or for maintaining portions of the Software affected by CUSTOMER or third-party modified portions of the Software. Corrections for difficulties or defects traceable to the CUSTOMER's errors or system changes shall be billed at CIS's standard time and materials charges.

5. FEES AND PAYMENT

5.1 All CIS fees for support and maintenance services are listed in the current CIS Price List. CIS support and maintenance services for the first twelve months are from the date of initial invoice ("Initial Support Term").

5.2 Prior to the expiration of the Initial Support Term, CIS will send Customer an invoice thirty (30) days in advance stating the amount owed for subsequent support and maintenance services for the twelve (12) month period commencing upon the expiration of the Initial Support Term (e.g. a CUSTOMER whose Initial Support Term expires on May 31 will be invoiced for June 1 – May 31 for the next twelve (12) month period).

5.3 Unless terminated per Section 6. below, CUSTOMER agrees to pay CIS for the amounts invoiced for support and maintenance services within thirty (30) days after the applicable invoice date. This Agreement may be terminated by CIS without notice if payment for the subsequent twelve-month intervals is thirty (30) days in arrears. In the event of late payment, interest shall be charged at the rate of one and one-half (1 1/2%) percent per month. All fees for support and maintenance services are nonrefundable.

6. TERM AND TERMINATION

6.1 This Agreement shall commence upon the date of the Initial Support Term and shall continue in full force and effect until terminated per Sections 6.2, or 6.3 below.

6.2 This Agreement may be terminated by CIS at any time without prior notice where (1) in the sole opinion of CIS, the Software is in any manner modified or altered by CUSTOMER, or by any third-party operating under CUSTOMER's direction, and such modifications or alterations are inconsistent with the Software or an impediment to future maintenance, (2) if CUSTOMER neglects or fails to perform or observe any material term or obligation set forth in this Agreement, or (3) if payment is thirty (30) days in arrears. Section 8. and 9. below shall survive any termination of this Agreement. NOTICE: In the event of non-payment for support services, CIS may terminate support services. The CUSTOMER agrees that the termination of the present agreement for reasons outlined herein shall also cause the termination of the Customer Software License Agreement signed between the parties.

6.3 This Agreement may be terminated by CUSTOMER with a prior written notice of thirty (30) days from each one year anniversary of the signing date of the present agreement.

Creative Information Systems

Software Support & Maintenance Agreement

7. ADJUSTMENTS TO TERMS AND CONDITIONS

7.1 At any time after the one year and subsequent anniversaries, as applicable, CIS may change its Software support and maintenance fees, terms and conditions upon written notice to the CUSTOMER. Where CIS makes such changes, CUSTOMER may terminate the Agreement, without termination fee, upon thirty (30) days' written notice to CIS.

8. CONFIDENTIALITY

8.1 With respect to data relating to the CUSTOMER's business which is considered confidential, is clearly marked as confidential, and which is submitted to CIS by the CUSTOMER in order to carry out this Agreement, CIS will instruct its personnel to keep such information confidential by using the same care and discretion that they use with similar data which CIS designates as confidential. CIS shall not, however, be required to keep as confidential any data which is or becomes publicly available, is already in CIS's possession, is independently developed by CIS outside of the scope of this Agreement, or is rightfully obtained from third parties. In addition, CIS shall not be required to keep confidential any ideas, concepts, know-how or techniques relating to data processing submitted to CIS or developed during the course of this Agreement by CIS personnel or jointly by CIS and CUSTOMER personnel.

9. WARRANTY AND LIMITATION OF LIABILITY

9.1 CIS warrants that the software support and maintenance provided will be in accordance with the terms specified herein. CIS DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. The payments made to CIS under this Agreement do not include consideration for assumption of the risk, and in no event shall CIS be liable for any lost profits, and special, indirect or consequential damages suffered by CUSTOMER arising out of or in connection with the use or the inability to use the Software, even if CIS has been advised of the possibility of such damages. In no event shall the liability of CIS under this Agreement exceed the value of services provided.

10. GENERAL

10.1 No modification, addition to, or waiver of any right, obligation or default shall be effective unless in writing and signed by the party against whom such is sought to be enforced. One or more waivers of any right, obligation or default shall not be construed as a waiver of any subsequent right, obligation or default.

10.2 Upon the request of either party, any dispute arising under this Agreement shall be resolved through arbitration conducted in accordance with the Rules of the American Arbitration Association. Awards resultant of such arbitration may be entered into the court with jurisdiction. In expressed acknowledgment of the possibility of extraordinary damages that CIS may incur as the result of a breach of this Agreement by CUSTOMER, CIS shall be entitled to any extraordinary relief that may be available, in addition to remedies at law.

10.3 Should any of the provisions of this Agreement be found to be invalid by any court of competent jurisdiction, the remainder of this Agreement shall nonetheless remain in full force and effect.

10.4 CIS shall not be held responsible or in breach for failures in performance caused by events outside of its reasonable control, including but not limited to acts of God, strikes, labor disputes, fires, floods, governmental acts or acts or omissions of third parties.

10.5 The Customer Software License Agreement signed by the parties shall be considered a part of this Agreement for the purposes stated herein.

Creative Information Systems

Software Support & Maintenance Agreement

10.5 This Agreement supersedes all prior agreements and understandings, oral or written, between CIS and CUSTOMER relating to the services provided for hereunder, and is intended as the complete and exclusive statement of the Agreement.

Accepted by the Authorized Representative of the Parties on the Date(s) Below:

CUSTOMER:

Authorized Signature

Name & Title - (Print or Type)

Company

Date

Company Address

Jurisdiction of Incorporation

CREATIVE INFORMATION SYSTEMS, INC.:

Authorized Signature

Name & Title - (Print or Type)

Date

Creative Information Systems

Customer Software License Agreement

This Software License Agreement ("License") is made by and between CREATIVE INFORMATION SYSTEMS, INC, a New Hampshire corporation, with offices located at 27 Lowell Street, Suite 402, Manchester, NH 03101 USA ("CIS") and the original purchaser of the Software, as identified below ("Licensee").

Grant of License CIS hereby grants to Licensee, the limited rights to possess and use the CIS' Software Items listed below ("Software"), on the terms and conditions specifically set forth in this License.

Term This License is effective upon CIS' receipt of full payment for the Software, and shall continue in effect 1) until Licensee ceases all use of the Software and either returns to CIS or destroys all copies thereof, or 2) until this License is automatically terminated upon the failure of Licensee to comply with any of the terms of this License and 3) the termination of the Software Support & Maintenance Agreement as outlined therein at which point CIS shall deactivate the Software License. NOTICE: CIS reserves the right to deactivate the Software in the event full payment is not received by CIS in accordance with the terms and conditions of the CIS Purchase Agreement.

Your Agreement

- You are purchasing a license to use the Software. The Software is owned by and remains the property of CIS and/or its Licensers, is protected by international copyrights, and is transferred to the Licensee and any subsequent owner of the Software media for their use only.
- Licensee agrees that the Software will be used solely for Licensee's internal purposes. If the Software is installed on a networked system, or on a computer connected to a file server or other system that physically allows shared access to the Software, Licensee agrees to provide technical or procedural methods to prevent use of the Software by more than the number of users specified below or as authorized in writing.
- One machine-readable copy of the Software may be made for BACK-UP PURPOSES ONLY. The back-up copy shall display all proprietary notices, and be labeled externally to show that it is the property of CIS, and that its use is subject to this License. Documentation in whole or part may not be copied
- Except as expressly provided in this License, Licensee may not use, copy, disseminate, modify, distribute, sub-license, sell, rent, lease, lend, give or in any other way transfer to any third-party, by any means or in any medium, including telecommunications, the Software. Licensee will use its best efforts and take all reasonable steps to protect the Software from unauthorized use, copying or dissemination, and will maintain all proprietary notices intact.

Limited Warranty CIS warrants the Software media to be free of defects in workmanship for a period of ninety (90) days from purchase. During this period CIS will replace at no cost any such media returned to CIS, postage prepaid. This service is CIS' sole liability under this warranty.

Creative Information Systems

Customer Software License Agreement

Disclaimer LICENSE FEES FOR THE SOFTWARE DO NOT INCLUDE ANY CONSIDERATION FOR ASSUMPTION OF RISK BY CIS, AND CIS DISCLAIMS ANY AND ALL LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF THE USE OR OPERATION OR INABILITY TO USE THE SOFTWARE, OR ARISING FROM THE NEGLIGENCE OF CIS OR ITS EMPLOYEES, OFFICERS, DIRECTORS, CONSULTANTS OR DEALERS, EVEN IF ANY OF THESE PARTIES HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES FURTHERMORE, LICENSEE INDEMNIFIES AND AGREES TO HOLD CIS HARMLESS FROM SUCH CLAIMS. THE ENTIRE RISK AS TO THE RESULTS AND PERFORMANCE OF THE SOFTWARE IS ASSUMED BY THE LICENSEE. THE WARRANTIES EXPRESSED IN THIS LICENSE ARE THE ONLY WARRANTIES MADE BY CIS, AND ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY AND OF FITNESS FOR A PARTICULAR PURPOSE.

THIS WARRANTY GIVES YOU SPECIFIED LEGAL RIGHTS, AND YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM JURISDICTION TO JURISDICTION. SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF WARRANTIES, SO THE ABOVE LIMITATIONS OR EXCLUSIONS MAY NOT APPLY TO YOU.

General This License is the complete and exclusive statement of the parties' agreement. Should any provision of this License be held to be invalid by any court of competent jurisdiction, that provision will be enforced to the maximum extent permissible, and the remainder of the License shall nonetheless remain in full force and effect. This License shall be controlled by the laws of the State of New Hampshire and the United States of America, as applicable.

The Software Support & Maintenance Agreement signed by the parties shall be considered a part of this Agreement for the purposes stated herein.

CIS Software Items and Number of Authorized Users:

Executed by an authorized representative of Licensee on the date below:

LICENSEE:

By: _____

Title: _____

Date: _____

Organization Name: _____

Organization Address: _____

Legal Jurisdiction of Incorporation: _____

Linda Hines

13536 Kelham Road

Midlothian, VA 23113

(804) 938-3276

lhinest@msn.com

March 31, 2021

Nottoway Property Address

2127 Cox Road

Blackstone, VA 23284

Nottoway Board of Supervisors

Mr. Sherman Vaughn

Chairman, Nottoway Board of Supervisors

344 West Courthouse Road

Nottoway, Virginia 23955

Dear Nottoway Board of Supervisors:

I am writing to respectfully request your attention to the ongoing water issue for the residents located on Cox Road Blackstone, Virginia. Specifically, I am requesting that this concern be discussed at the next Board of Supervisors' meeting in April. There have been multiple communications to the Board and Mr. Vaughn without a response. I am attaching the previous communications that were sent to the Blackstone Town Council, Nottoway County Administration and Mr. Vaughn who represents this District.

The following actions were taken to request assistance with extending the water line access down Cox Road due to the hazardous water situation in the county.

1. **July 15, 2019** - Presented concerns and a supporting study of hazardous water conditions to Blackstone Town Council (Courier Record article of meeting and study enclosed)
2. **September 2019** – Nottoway County “postponed indefinitely” the request to extend the water lines. The motion was made by District Four Supervisor, Sherman Vaughn and was passed 5-0. (Courier Record article of this action enclosed)
3. **December 2019** – A letter was sent to Nottoway County Administration, Blackstone Town Council, Virginia Department of Health and The Environmental Protection Agency. We have received a response from all parties, except Nottoway County indicating their willingness to help but needed Nottoway to initiate the process and partner with Blackstone. (Copy of an email from Blackstone Town Manager and Mayor indicating they have reached out to Nottoway without a response).
4. **February 2020** – Several Cox Road residents sent letters to Mr. Vaughn and Mr. Roark asking for assistance without a response. (Copy of letter enclosed)
5. **May 2020** – Spoke with Mr. Vaughn who stated he was willing to work on the issue and assured me we “would get water”. He had worked on a grant about 15-18 years prior and at the time, some of the residents did not want the water. That situation has changed as new residents and businesses are now on Cox Road.
6. **October 2020** – Spoke with Mr. Vaughn again who reiterated that he was working on the issue and again assured me we “would get water”.
7. **March 2021** – Mr. Nathaniel Miller of the Blackstone Town Council discussed the ongoing Cox Road water concern at the Nottoway Board of Supervisors without a resolution. (Courier Record article enclosed).

As you can see from the timeline above and the attachments, there have been numerous requests without a formal response or assistance from Nottoway. Please let me know what can be done to start this process of working with the Town of Blackstone to investigate the possibility of providing the water access.

I sincerely appreciate your prompt attention and response to this request.

Sincerely,

A handwritten signature in cursive script that reads "Linda Hines".

Linda Hines

CC: Blackstone Mayor
Blackstone Town Manager
Blackstone Town Council Member – Nathaniel Miller

WANTED: TOWN OF BLACKSTONE H2O

Residents are weary, leery of well water

Blackstone officials are being asked by several Cox Road residents and property owners north of the corporate limits to provide them Town water.

Linda Turner Hines ad-

ressed Town Council at its July 15th meeting and was joined by several others, including two sisters and members of the Hawkes family, in the audience. "We respectfully request Town's consideration of extending water supply and service beyond Town limits to Ft. Pickett entrance on Cox Road."

Ms. Hines said that according to a 2017 article in US News & World Report, "Not-

toway County has 62% of its drinking water deemed unsafe -- compared to the national median of 5.3%."

She also cited a Sept. 2013 study by VA Cooperative Extension in which 44 samples of water -- 96% of which were from well water -- were tested in Nottoway County.

"They had high levels of copper, lead, and total coliform bacteria, and 43.2% reported or observed issues such as blue or green or rusty, stained water, as well as objectionable odors. A total of 65% of the samples had total coliform bacteria, and 13.6% of those had *E. coli*."

Ms. Hines said Cox Road residents can relate to those findings. "We ourselves have observed water staining, odd-smelling water, the inability to use water for cooking, brushing your teeth, bathing, and washing clothes due to the staining...In summary, we would like to partner with the Town to overcome this health issue and environmental hazard."

Town Manager Philip Vannoorbeeck expressed his support, "but Nottoway County has to partner...We can't have a water line without any connections. If you have water that sits stagnant at the end of the water line, you're not helping the situation. Water that sits too long, doesn't circulate.

We've got to have everybody using the water."

In other words, the Town would need assurance of mandatory connections. The out-of-town water tap fee is \$1,600, double the in-town price.

Vannoorbeeck added, however, that tap fees must be waived if the water line extension project is funded in part by a grant.

Mayor Billy Coleburn asked Town staff to identify possible grant sources and inform Council of its options.

Vannoorbeeck assured the audience that monies received from out-of-town tap fees and 50% usage surcharges are re-invested back into the Town's water and sewer fund.

The manager also said those out-of-town charges are helpful for possible future boundary adjustments or annexations.

"The judge might be swayed if residents are going to be able to pay radically less for water and sewer if they're taken into town."

Vannoorbeeck, who began his duties here in 2011, has told officials several times over the years that while the courts have stopped Blackstone from expanding its electrical system, the Town's water system has plenty of excess capacity for growth, and that water revenues could play an important role in the Town's future.

NEW HOURS!!!!

Mane Tamers Salon

1350 SOUTH MAIN ST
BLACKSTONE, VA

NOW OPEN Mondays 10AM - 5PM
STARTING MONDAY AUGUST 12th
ANNOUNCING OUR NEWEST STYLIST
Marilyn Cheely

NOW offering Full Barber shop services
NEW BARBER SHOP HOURS TO BE ANNOUNCED
ANNOUNCING: MILITARY MONDAYS

UPCOMING AUCTION
Sat. August 17th 9 a.m.

Selling for Harold Belcher
6966 Evergreen Road, Evergreen, Va. 23939

Antiques, Personal Property,
Collectables & Guns!

Also, Selling For Audrey Traute

JD Zero-Turn Mower, Tools, Antiques,
Collector Train Set, Guns & More!

Visit www.carwileauctions.com For A Detailed Brochure



Gilmore
Environmental
Consulting

Gilmore Environmental Consulting

...except as quilt). Bed
runners in all contests will be announced at the
festival on Sunday at 3:30 p.m.

NOTTOWAY IN NO HURRY

County to wait on Town request

Nottoway County has "postponed indefinitely" action on a request by Blackstone to extend water lines down Cox Road to serve several residents, who have requested Town service, and others.

The motion by District Four Supervisor, Sherman Vaughn, who represents the area in question, passed, 5-0. Vaughn asked his colleagues for time to "go around and talk to the people. I would prefer that we postpone it."

Supervisors received a letter from Town Manager Philip Vannoorbeeck, saying the Town had been approached by five separate property owners, who have complained about the quality of their well water. Vannoorbeeck said that for the estimated \$1.4 million project to be successful, the Town would need County permission to require mandatory hook-ups along the new line, which would run from town limits on North Main Street to Military Road.

9/2019

Nottoway County Ice Storm
Salaried Employee hours worked beyond their normal work week/hours
EOC Operations, Emergency Shelter Operations, Logistics, Debris Management

Employee	Dept.	hours	rate	total	FLSA Exempt	FLSA Non-Exempt
Katy Tomer	Administration	40.25	\$42.35	\$1,704.59	X	
Susan Tucker	Administration	60.75	\$26.00	\$1,579.50		X
Logan Presley	Administration	20.75	\$28.85	\$598.64		X
Andrea Kelly	Administration	21.00	\$23.58	\$495.18		X
Dean Lewis	Administration	18.50	\$46.68	\$863.58		X
Willie Hicks	Maintenance	13.00	\$21.57	\$280.41		X
Wayne Mayton	Maintenance	2.00	\$22.89	\$45.78		X
Administration Totals		176.25		\$5,567.68		
Michelle Graham	Sheriff's Office	14.50	\$32.75	\$474.88		X
Jackie Hampton	Central Dispatch	20.75	\$26.82	\$556.52		X
Sheriff's Totals		35.25		\$1,031.39		
Gary Easter	Landfill	53.00	\$62.55	\$3,315.15	X	
Darshawn Quarles	Landfill	11.50	\$25.49	\$293.14		X
Robert Ward	Landfill	9.00	\$24.98	\$224.82		X
Landfill Totals		73.50		\$3,833.11		
Bernetta Watkins	Social Services	76.75	\$57.93	\$4,446.13	X	
Mary Barnes	Social Services	3.50	\$46.52	\$162.82		X
Tanya Coghill	Social Services	9.50	\$21.10	\$200.45		X
Latasha Craig	Social Services	11.50	\$26.46	\$304.29		X
Elizabeth Hinde	Social Services	2.00	\$23.19	\$46.38		X
Rhonda Johnson	Social Services	10.75	\$39.30	\$422.48		X
Tonya Lee	Social Services	9.50	\$23.19	\$220.31		X
Lori Mitchum-Burns	Social Services	16.25	\$22.20	\$360.75		X
Social Services Totals		139.75		\$6,163.60		
				Totals		\$16,595.77

Nottoway County Ice Storm
Hourly Employee hours worked beyond their normal work week/hours
EOC Operations, Logistics, Debris Management

Employee	Dept.	hours	rate	total	FLSA Exempt	FLSA Non Exempt
Ralph Branch		47.5	\$13.00	\$617.50		X
Kermit Hawkes		13	\$13.30	\$172.90		X
Bernett Wilson		14	\$13.04	\$182.56		X
George Ghee		31.75	\$18.00	\$571.50		X
Mike Hart		18	\$10.00	\$180.00		X
Glenn Ford		18.5	\$10.00	\$185.00		X
Bryan Pettis		6	\$10.00	\$60.00		X
Gregory Vanromondt		9.5	\$10.00	\$95.00		X
Lemuel Bowden		19	\$10.00	\$190.00		X
Arnold Jennings		19	\$10.00	\$190.00		X
Lorenzo Blackwell		30.5	\$10.00	\$305.00		X
Michael Hayes		15.5	\$10.00	\$155.00		X
John Kesler		15.5	\$10.00	\$155.00		X
Roy Streat		6	\$10.00	\$60.00		X
Sammy Brown		14.5	\$10.00	\$145.00		X
Carmichael Hurt		25	\$10.00	\$250.00		X
Carl Dagner		20	\$10.00	\$200.00		X
Stuart Armes		4.5	\$10.00	\$45.00		X
Warren Bassfield		10	\$10.00	\$100.00		X
Mike McGee		15.5	\$10.00	\$155.00		X
Raymond Perkinson		11	\$10.00	\$110.00		X
Justin Mims		51.75	\$10.00	\$517.50		X
Barbara Rothgeb		15.5	\$10.00	\$155.00		X

Total Landfill Hourly \$4,796.96

Total New Appropriation Needed \$21,392.73

No. _____

COUNTY OF NOTTOWAY, VIRGINIA
Budget Adjustment
Year Ending June 30, 2021

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
3-100-33050-0001	Library Grants	851.40
	Cook Family Foundation Grant	
	TOTAL REVENUES	851.40
EXPENDITURES:		
4-100-73010-8003	Library Technology Budget	851.40
	TOTAL EXPENDITURES	851.40

Authorized by action of the Nottoway Board of Supervisors at their meeting on _____

PREPARED BY: Katy J. Tomer
DATE: 4/5/2021
adj.c.excel

POSTED BY: _____
DATE: _____

TAX RECEIPT

Ticket #: 0000000500001 00

NOTTOWAY COUNTY
Ellen F. Myatt
P O BOX 85

Date : 4/05/2021
Register: 04 /T7B1
Trans. #: 81179
Dept # : FLIB
Acct# :

NOTTOWAY VA 22955

LIBRARY GRANTS
COOK FAMILY FOUNDATION
GRANT

Previous Principal
Balance \$ 851.40

Principal Being Paid \$ 851.40
Penalty \$.00
Interest \$.00

LIBRARY
COMMUNITY FOUNDATION

Amount Paid \$ 851.40

*Balance Due \$.00

Pd by LIBRARY Check 851.40 # 5FT CB&T
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 4/30/21

No. _____

COUNTY OF NOTTOWAY, VIRGINIA
Budget Adjustment
Year Ending June 30, 2021

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
3-100-18990-0050	Miscellaneous-Undefined	735.00
	TOTAL REVENUES	735.00
EXPENDITURES:		
4-100-31020-5409	Police Supplies	735.00
	TOTAL EXPENDITURES	735.00

Authorized by action of the Nottoway Board of Supervisors at their meeting on _____

PREPARED BY: Katy J. Tomer
DATE: 3/30/2021
adj.c.excel

POSTED BY: _____
DATE: _____

Katy

TAX RECEIPT

Ticket #:00027870001 @0

NOTTOWAY COUNTY
Ellen F. Myatt
P O BOX 85

Date : 3/29/2021
Register: 04 /T7B1
Trans. #: 81094
Dept #: MISC
Acct# :

NOTTOWAY VA 23955

MISCELLANEOUS-UNDEFINED
SHERIFF'S OFFICE FOR
POLICE SUPPLIES

Previous Principal
Balance \$ 735.00

Principal Being Paid \$ 735.00
Penalty \$.00
Interest \$.00

COMMONWEALTH

Amount Paid \$ 735.00

*Balance Due \$.00

Pd by COMMONWEALTH Check 735.00 # EFT CB&T
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 3/2021

No. K23

COUNTY OF NOTTOWAY, VIRGINIA
Budget Adjustment

Year Ended 30-Jun-21

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
3.201.33084.0425	CARES Grant - Student Growth Assessment & Alignment	\$ 3,200.00
	TOTAL REVENUES	\$ 3,200.00
EXPENDITURES:		
4.201.61310.3000. 200.500.587	Elementary Purchased Services	\$ 1,600.00
4.201.61310.3000. 300.500.587	Secondary Purchased Services	\$ 1,600.00
	TOTAL EXPENDITURES	\$ 3,200.00

balance \$ -

Authorized by action of the Nottoway Board of Supervisors at their meeting on _____

 PREPARED BY: Kristin Gallagher
 DATE: 3/25/2021

 POSTED BY: _____
 DATE: _____

No. _____

COUNTY OF NOTTOWAY, VIRGINIA
Budget Adjustment
Year Ending June 30, 2021

Account Number	Account Title	Amount Increase (Decrease)
REVENUES:		
3-100-18990-0050	Miscellaneous-Undefined	36,106.00
	FY21 Department of Fire Programs Funds	
	TOTAL REVENUES	36,106.00
EXPENDITURES:		
4-100-32020-5604	VFD Contributions - Operations	36,106.00
	TOTAL EXPENDITURES	36,106.00

Authorized by action of the Nottoway Board of Supervisors at their meeting on _____

PREPARED BY: Katy J. Tomer
 DATE: 4/5/2021
 adj.c.excel

POSTED BY: _____
 DATE: _____

TAX RECEIPT

Ticket #:00027830001 @@

NOTTOWAY COUNTY
Ellen F. Myatt
P O BOX 85

Date : 3/19/2021
Register: 04 /T7B1
Trans. #: 80942
Dept # : MISC
Acct# :

NOTTOWAY VA 23955

MISCELLANEOUS-UNDEFINED
DEPT OF FIRE PROGRAMS

Previous Principal
Balance \$ 36106.00

Principal Being Paid \$ 36106.00
Penalty \$.00
Interest \$.00

COMMONWEALTH

Amount Paid \$ 36106.00

*Balance Due \$.00

Pd by COMMONWEALTH Check 36106.00 # EFT CB&T
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 3/2021

Piedmont Regional Jail Authority

PO Box 388

Invoice

Date	Invoice #
4/1/2021	3591

Bill To
Nottoway County Administrator P.O. Box 92 Nottoway, VA 23955

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	Nottoway Inmate Days 4th Qtr. FY2021 (6457 days) 23.39% of \$1,035,000	242,045.85	242,045.85
		Total	\$242,045.85

DATE 4/06/2021

GENERAL LEDGER INQUIRY PRINTOUT

GL407A/2

CO# REV/EXP FUND MAJOR

PROGRAM

001 4 100 033010 * SHERIFF / JAIL *

PAGE

1

INCLUDE THRU PERIOD: 9999/99 SHOW ENCL: Y INCLUDE HLD FILES: Y APPR OR BUDGT: A

ACCT#	DESCRIPTION	APPR AMT	YTD AMT	ENCUMBRANCE	BALANCE
----	-----	-----	-----	-----	-----
3009	CONTRACTED CARE OF PRISONERS	.00	.00	.00	.00
5805	DETENTION HOME COSTS	72000.00	19290.00	.00	52710.00
5806	PIEDMONT REGIONAL JAIL - PER DAY	815000.00	678631.06	.00	138368.94
5807	REGIONAL JAIL CONSTRUCTION	555071.97	49923.08	.00	505148.89
** TOTALS **		1442071.97	745844.14	.00	696227.83



6448 Parkland Drive • Sarasota, FL 34243
(941)955-7106 Office • (941)308-3103 Fax

March 31, 2021

Nottoway County Board of Supervisors
344 west Courthouse Road
Nottoway, VA 23955

Attn: Supervisors

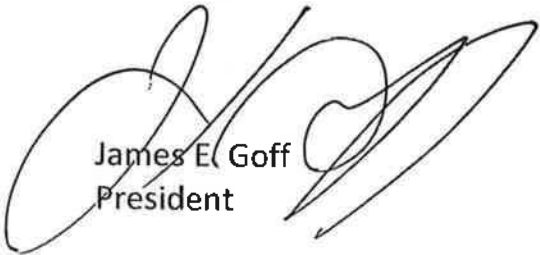
RE: Refund for Permit Fees Permit Number: 0000034-2020
Site Address: 370 E. Parade Avenue, Blackstone, VA 23824

Dear Supervisors,

We recently learned that the work under permit 0000034-2020 will not be moving forward and the project has been cancelled by our customer. We would respectfully request the refund of any remaining fees. Kindly send the refund to the above address.

Thank you for your help with this matter.

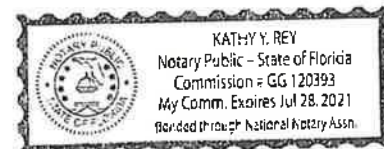
Sincerely,


James E. Goff
President

Sworn and subscribed before me this 31st day of March, 2021 by James E. Goff, who is personally known and did not take an oath.


Notary Signature

Seal



Nottoway County
Nottoway VA 23955 0000
LIEN AGENT:

Building Permit

PERMIT NUMBER: 0000071 - 2021
USBC: 2015
APPLICATION DATE: 3/15/2021
ISSUANCE DATE: 3/15/2021
RENEWAL DATE: 3/15/2021
DATE: 3/15/2021

OWNER NAME/ADDRESS	SITE ADDRESS	CONTRACTOR NAME/ADDRESS
Verizon		Mountain Valley Tower
Stuart Squier	2020 W Parade Ave	2014 N Augusta St
3126 W Cary St., #604	Blackstone, VA 23824	Staunton, VA 24401
Richmond, VA 23221		
PHONE: 8049017433		PHONE: 000 000 0000

RE ACCOUNT#:	DESCRIPTION OF CONSTRUCTION LOCATION			
TAX MAP NO.: 58-66	LOT:	BLOCK:	SECTION:	BLDG NO.:
SET-BACKS:	HEALTH PERMIT NO.:	DISTRICT:		
FRONT: BACK:	FLOODPLAIN:	SUB-DIVISION:		
RIGHT: LEFT:	AREA:	ZONE:		
CNTR : FRTGE:	RIGHT-OF-WAY:	S/E CUP NO.:	SITE PLAN:	

DIRECTIONS TO SITE:

USE GROUP:	USE CODE:	SQ FEET:
CNST.TYPE: Electric (Commercial)	NATURE/WRK: Electrical for Cell Tower on tank owned by Blackstone on Fort Pickett	

Building Permit			
No. Bdrms.	No. Baths	Basement	Decks
Porches	Fireplace	Heating	Cooling
No. Floors	Bus. Lic.	RES E & S	E&S OTHER
STORMWATER			

MLA	Name	Address 1
Address 2	Company	Phone #

JOB VALUE: 8,500.00

PERMIT FEE: 111.00
2% Surcharge : 2.22

TOTAL FEES: 113.22

WORK SHALL NOT PROCEED UNTIL THE INSPECTOR HAS APPROVED THE
VARIOUS STAGES OF CONSTRUCTION AS REQUIRED BY STATE CODE.

CONSTRUCTION NOT STARTED, NO PROGRESS SHOWN, OR INSPECTIONS NOT
CALLED FOR WITHIN SIX (6) MONTHS SHALL NULLIFY THE PERMIT.

INSPECTIONS CAN BE ARRANGED BY TELEPHONE OR IN PERSON.
OFFICE HOURS: 8:30 AM to 5:00 PM MONDAY - FRIDAY.

TELEPHONE: (434) 645-8696

REQUIRED SIGNATURES

Dean S. Lewis

Owner/Agent

Building Inspector

Zoning Administrator

Nottoway County
Nottoway VA 23955 0000
USBC: 2015

PERMIT NUMBER: 0000071 - 2021

INSPECTION DATE: 3/31/2021
INSPECTION TIME:

OWNER NAME/ADDRESS	SITE ADDRESS	CONTRACTOR NAME/ADDRESS
Verizon Stuart Squier 3126 W Cary St., #604 Richmond, VA 23221 PHONE: 8049017433	2020 W Parade Ave Blackstone, VA 23824	Mountain Valley Tower 2014 N Augusta St Staunton, VA 24401 PHONE: 000 000 0000

RE ACCOUNT#:	DESCRIPTION OF CONSTRUCTION LOCATION	LOT:	BLDG NO.:
TAX MAP NO.: 58-66	SECTION: BLOCK:		
SET-BACKS:	UTILITY CO/INQ#:	DISTRICT:	
FRONT: BACK:	FLOODPLAIN: HEALTH PERMIT#:	SUB-DIVISION:	
RIGHT: LEFT:	AREA:	ZONE:	
CNTR : FTCE:	RIGHT-OF-WAY: GREEN CARD:	S/E CUP NO.:	SITE PLAN:

DIRECTIONS TO SITE:

NATURE OF WORK: Electrical for Cell Tower on tank owned by Blackstone on Fort Pickett

USE GROUP:	USE CODE:
CONST. TYPE: Electric (Commercial)	SQ FEET:

ISS. DATE: 3/15/2021	RENEWAL DATE: 3/15/2021	Building Permit	CONTRACTOR: MOUNTAIN VALLEY TOWER
No. Bdrms.	No. Baths	Basement	Decks
Porches	Fireplace	Heating	Cooling
No. Floors	Bus. Lic.	RES E & S	E&S OTHER
STORMWATER			

MLA

Name	Address 1	Address 2
Company	Phone #	

NOTES TO INSPECTOR:

Customer emailed and said they were no longer doing this project
They will write the BOS for a refund.

Close Permit - Inspection Results:

SCHEDULED INSPECTOR: DST

PASS: ☒ FAIL: ☐ RESCHEDULE ☐ DATE: 3/31/21 TIME:

* * C O M M E N T S * *

INSPECTOR SIGNATURE: 

From: Krenz, Bonnie <Bonnie.Krenz@mail.house.gov>
Sent: Tuesday, April 6, 2021 6:17 PM
Cc: Wojcicki, Sam
Subject: Follow-up: Meeting on American Rescue Plan funding for counties, towns, and school districts
Attachments: American Rescue Plan for VA-07 Localities.pptx

Good evening,

Thank you for joining Rep. Spanberger and her team this afternoon to discuss the *American Rescue Plan* funding for counties, towns, and school districts in Central Virginia.

As discussed on the meeting today, we will take the questions you asked about whether specific expenditures are eligible uses of the funding and raise those questions with the Treasury Department and the Department of Education, to advocate for your priorities to be included as allowable uses of the funding. To that end – if you would like to highlight specific project ideas for us so that we can advocate for those types of projects to be allowed under the guidance that Treasury and the Department of Education will soon put out, please email your questions and/or further details about those projects to me or to Sam, our Legislative Director (cc'd).

As promised, the slides reviewed on today's meeting are attached.

Finally – in addition to this funding from the *American Rescue Plan*, we have also engaged with many of you on your Community Project Funding priorities. For more information about this federal funding stream, please visit [this page on our website](#). We also look forward to engaging with many of you on your surface transportation priorities (a separate federal funding stream) – please email me or [schedule a time here](#) to discuss with us your local transportation needs.

Thank you again for your engagement, and for your work on behalf of our shared constituents.

Kind regards,
Bonnie

Bonnie Krenz
Chief of Staff
Rep. Abigail Spanberger (VA-7)
Cell: (202) 839-0459



Washington, DC Office
1431 Longworth HOB
Washington, DC 20515
Phone: (202) 225-2815
spanberger.house.gov

Henrico Office
4201 Dominion Blvd
Suite 110
Glen Allen, VA 23060
(804) 401-4110

Spotsylvania Office
9104 Courthouse Rd
Room 249
Spotsylvania, VA 225
(540) 321-6130



American Rescue Plan - VA07 Impacts

American Rescue Plan - County Funding

Allowable uses:

- Respond to the pandemic or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality
- Premium pay to eligible workers performing essential work (as determined by each recipient government) during the pandemic, providing up to \$13 per hour above regular wages
- Provision of government services to the extent of the reduction in revenue due to the pandemic
 - Measured relative to revenues collected in the most recent full fiscal year prior to the emergency
- Necessary investments in water, sewer, or broadband infrastructure

VA -07 County Estimates	
Amelia County	Approx. \$2.5 million
Chesterfield County	Approx. \$68 million
Culpeper County	Approx. \$10 million
Goochland County	Approx. \$4 million
Henrico County	Approx. \$64 million
Louisa County	Approx. \$7 million
Nottoway County	Approx. \$2.5 million
Orange County	Approx. \$7 million
Powhatan County	Approx. \$5.5 million
Spotsylvania County	Approx. \$26 million

American Rescue Plan - County Funding

Prohibited uses:

- Offsetting, either directly or indirectly, a tax cut made since March 3, 2021; or
- Being deposited into a pension fund.

Other Details:

- CARES Act as a guide-post
- Funds are available until December 31, 2024

VA -07 County Estimates	
Amelia County	Approx. \$2.5 million
Chesterfield County	Approx. \$68 million
Culpeper County	Approx. \$10 million
Goochland County	Approx. \$4 million
Henrico County	Approx. \$64 million
Louisa County	Approx. \$7 million
Nottoway County	Approx. \$2.5 million
Orange County	Approx. \$7 million
Powhatan County	Approx. \$5.5 million
Spotsylvania County	Approx. \$26 million

American Rescue Plan - Town Funding

- **Allowable/Prohibited** uses for these funds are identical to those for county governments
- **Key Difference** - Funds for Towns will be sent through the States

VA -07 Town Estimates	
Blackstone Town	Approx. \$3 million
Burkeville Town	Approx. \$300 thousand
Crewe Town	Approx. \$1.9 million
Culpeper Town	Approx. \$17 million
Gordonsville Town	Approx. \$1.4 million
Louisa Town	Approx. \$1.5 million
Mineral Town	Approx. \$400 thousand
Orange Town	Approx. \$4.5 million

American Rescue Plan - Funding for School Districts

- Two tranches of funds (total of the two shown in table).
- 20% of funds must be used to address learning loss through implementation of evidence-based interventions, including:
 - Summer learning or enrichment
 - Extended days or school years
 - Comprehensive after-school programs
- 80% of funds can be used for a number of virus related costs

VA-07 Schools Estimates	
Amelia County Public Schools	Approx. \$2 million
Chesterfield County Public Schools	Approx. \$57 million
Culpeper County Public Schools	Approx. \$9 million
Goochland County Public Schools	Approx. \$2 million
Henrico County Public Schools	Approx. \$75 million
Louisa County Public Schools	Approx. \$6 million
Nottoway County Public Schools	Approx. \$5 million
Orange County Public Schools	Approx. \$5 million
Powhatan County Public Schools	Approx. \$2 million
Spotsylvania County Public Schools	Approx. \$22 million

American Rescue Plan - Funding for School Districts

Allowable uses are numerous, notably includes:

- Any activity authorized by ESSA, IDEA, the Adult Education and Family Literacy Act, or the Carl D. Perkins Career and Technical Education (CTE) Act.
- Activities to address the unique needs of low-income children or students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth, including how outreach and service delivery will meet the needs of each population.
- Training and professional development
- PPE and sanitation supplies
- Mental health services and supports
- Educational technologies used to connect students and teachers
- After-school and summer school
- Addressing learning loss among students
- Facility improvements & repairs to lower risk of virus transmission
- Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the Individuals with Disabilities Education Act and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements.

American Rescue Plan - County Funding

Additional Details:

- CARES Act as a guide-post
- Funds are available until December 31, 2024
- Treasury is required to disburse 50% of funds within 60 days of passage (May 10, 2021) and the remaining 50% within a year.

VA -07 County Estimates	
Amelia County	Approx. \$2.5 million
Chesterfield County	Approx. \$68 million
Culpeper County	Approx. \$10 million
Goochland County	Approx. \$4 million
Henrico County	Approx. \$64 million
Louisa County	Approx. \$7 million
Nottoway County	Approx. \$2.5 million
Orange County	Approx. \$7 million
Powhatan County	Approx. \$5.5 million
Spotsylvania County	Approx. \$26 million



IN PARTNERSHIP WITH

The Counties of Amelia | Buckingham | Charlotte | Cumberland | Lunenburg | Nottoway
Prince Edward

CRC March 2021 Items of Interest

New Ventures

- Blackstone Volunteer Fire Department was awarded \$4,378.68 in AFG-S Funds to purchase COVID PPE. The CRC assisted in submitting the application.
- South Central Virginia Nonprofit Network received \$1,000 from the Prince Edward United Way to assist the group with marketing the SCVNN website. The CRC assisted in submitting the application.
- CRC staff assisted Cumberland County Fire & EMS in submitting a RSAF application to purchase equipment.
- CRC staff assisted STEPS in submitting a USDA Application for Community Facilities Technical Assistance and Training Grant for the proposed regional Tiny Home Emergency Shelter facility.
- CRC staff are assisting Blackstone, Amelia and STEPS in pursuing Congressional Community Funding Project funds for various projects.
- CRC staff are assisting the Town of Crewe and Drakes Branch Volunteer Fire Department in applying for AARP Community Challenge Grant funds.
- CRC staff are assisting Prince Edward, Cumberland and Lunenburg Counties in partnership with Kinex to seek Tobacco Commission funding for broadband fiber buildout.
- CRC staff are assisting Cumberland County in pursuing VDOT Economic Development Access funds.
- **Next CRC Meeting, Wednesday, April 21, 2021 at 9:30 a.m., Heartland Business Park, 200 Heartland Drive Keysville, Virginia.**

Activity

- Dillwyn CDBG Housing Rehabilitation Project –Construction work on 84 White should be completed in the coming days. This is the final house for the project. The CRC is working with the Town and Southeast RCAP to seek funds for 112 Culberth Street as not enough funds were available to complete this house.
- Dillwyn VDOT Streetscape Project – Construction work is complete. The CRC is assisting the Town in closing out the project.
- Phenix Water System Project – The Town is working with the well driller to frack an existing well and are currently running a flow test to find out if it produces enough gpm to be acceptable for Town use. The CRC is still coordinating the environmental review process.
- Regional Emergency Planning – The CRC has completed the Regional Joint Information Center Plan and is incorporating county staff input. Staff are working with county emergency managers to gather feedback before finalizing the Regional Resource Inventory.
- Lunenburg/Kenbridge/Victoria VHDA Housing Study – The CRC will assist the County in closing out the project.
- DEQ Watershed Implementation Plan (WIP) III Assistance: The CRC has notified localities of grant opportunities.
- Prince Edward County Access Road Project Administration: The CRC participated in a Project Scoping meeting with VDOT, County officials and the Project Engineer on March 26th.
- Nottoway County Comprehensive Plan: CRC staff will be holding a Kick-Off Meeting with the Nottoway Planning Commission Comp Plan Team on April 19th.
- CRC Regional Hazard Mitigation Plan Update: The CRC have put together the project management team and will be planning a kick-off meeting in the coming months.
- CRC Regional Hazard Mitigation Plan:
- Update on CRC Economic Development District Designation: EDA has indicated the CRC's EDD Submission package has made it through review at the Regional office and is now at the EDA headquarters office for final review. Lauren Stuhldreher indicated it may take up to 6 months for the final review process.

From: Richard Rash <farmerlife85@gmail.com>
Sent: Tuesday, March 30, 2021 6:32 AM
To: John Prosise
Subject: Request for response
Attachments: Southside Electric final.pdf

Dear Mr. Prosise,

Attached is the letter several of us worked on due to the recent ice storm. There were several issues vetted online over the 80% outage in Southside Electric Cooperative territory we feel this letter has captured. It is our sincere desire that answers to some of these questions may potentially help with your County's future planning exercises. Any support towards this letter would be welcomed however not necessary.

Full name and contact is included in the letter.

Sincerely,

Ricky Rash

Mr. Richard Rash
5726 West Courthouse Rd.
Crewe, Virginia 23930

Dr. Frank Bacon
Chairman of the Board, Southside Electric Cooperative
2000 West Virginia Avenue
Crewe VA, 23930

March 26, 2021

Dear Chairman Bacon:

This letter expresses collective concerns of members of Southside Electric Cooperative (Southside) as expressed via social media and group meetings regarding the failure of 80% of the power grid during the recent ice storm. Likewise, concerns regarding ongoing governance and operating procedures are outlined, as derived from Board minutes, financial filings, and financial statements. The purpose of this letter is to solicit your written response which can be shared with your membership.

1. Current State of the Power Grid

The recent ice storm highlighted severe inadequacies in the Southside power grid. Comments from line workers outside of Southside remarked they were astounded by the amount of copper wire still in use, maintenance seemed below par, and poles that were condemned by Osmose two years ago required replacing, according to their tags. It appears that a significant portion of the outage may be the fault of antiquated equipment and inadequate Standard Operating Procedures (SOP). Our understanding is that Southside represents maintenance plans meet all of the minimal criteria.

- 1.1 What is the SOP for line and pole replacement?
- 1.2 What is the timeframe after pole soundness inspection that poles are replaced?
- 1.3 What Osmose inspections option does Southside use?

2. Inventory Management

Based on a review of Southside financials, it appears pole inventory is maintained at relatively low levels. Our understanding is that Southside represents inventory can be acquired from sister cooperatives in an emergency.

- 2.1 How many poles required replacing during the extended outage and how many were on hand in Southside's inventory?

- 2.2 What was the average turnaround in acquiring the requisite pole inventory during the outage?
- 2.3 From what sister cooperatives or outside suppliers did Southside acquire the poles required to restore service?
- 2.4 To what extent were field workers waiting on pole replacements to restore a line?
- 2.5 Were all on-hand Southside pole stockpiles depleted prior to incurring the cost of requiring poles from sister cooperatives?
- 2.6 It is our understanding that "Southside" poles are housed by a third-party entity and not on Southside-owned properties. Is this the standard and, if so, what is the cost of the yearly lease to store the necessary poles and/or other replacement equipment at a third-party venue?

3. Disaster Response

Member observations during power restoration raise questions regarding Southside's disaster response plan and coordination. Membership found the Outage Map to be a helpful resource, noting the location of line crews and the number of members without power by area. However, the response plan, coordination thereof, and restoration prioritization were unclear. For example, comments from an out of state crew described response as "chaotic," some line workers sat idle for hours waiting on direction, and tree workers did not know of downed trees one-half mile from where they were sitting idle waiting for direction. As we are sure you are aware, members could not get through on the outage call lines. Prioritized members for medical devices had no idea when power would be restored.

- 3.1 Does Southside maintain a Disaster Response Plan for weather events such as the one just experienced? Please provide a copy.
- 3.2 How does Southside's call center staffing level compare with other similarly sized cooperatives, both for day-to-day operations and in disaster response?
- 3.3 How were members' comments regarding physical locations of downed trees, lines and poles communicated to the line and tree workers?
- 3.4 How was "Damage Assessment" conducted by Southside communicated to the line and tree workers in the field?
- 3.5 What was the prioritization scheme for power restoration?

4. Governance

Research on the above-mentioned questions point to other governance and management procedures that likewise require explanation.

- 4.1 New home builders and general contractors report that Southside's hook up fees far exceed other localities. Please provide an itemized explanation of these costs so that members can understand the rationale for this and what measures can be taken to bring the hook up fees into a similar range with other cooperatives.

- 4.2 Senior management compensation packages appear to be higher than larger sister cooperatives. Please explain the rationale for the difference.
- 4.3 Please provide Southside's staffing levels by category / job title and advise as to whether they are salaried or hourly. How does this compare to other cooperatives?

5. Strategic Planning

The landscape of the Southside service area is continuing to change. While primarily still a rural, farming community, economic and business growth is dependent on a stable power grid.

- 5.1 How is Southside addressing a changing customer base in a strategic planning framework to ensure our community can function in major weather events?
- 5.2 How did Southside address the changing power and connectivity needs required by the pandemic?
- 5.3 Is a rural electric cooperative still an appropriate utility business model for a changing customer base? Please explain your response in detail.
- 5.4 Please provide a copy of Southside's Strategic Plan.

6. Line Worker Recognition

We extend our utmost appreciation to all of the line workers (both from Southside and from the sister cooperatives who were required to assist) and emergency response staff that worked endlessly throughout the storm to restore our power. Their dedication and perseverance are to be admired.

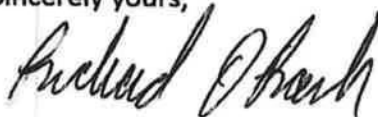
- 6.1 What reward and recognition is Southside planning to show appreciation to the line workers and emergency response staff?

We request that you provide a written response to our questions and concerns, by number, within 30 business days. Your response will be publicly shared, along with those copied on this letter. Please address your response to me at this address:

5726 West Courthouse Rd.
Crewe, VA 23930

Should you have any questions, I can be reached at (804) 920-9266

Sincerely yours,



Richard Rash

cc:

Chairperson, Nottoway County Board of Supervisors
Chairperson, Dinwiddie County Board of Supervisors
Chairperson, Prince Edward County Board of Supervisors
Chairperson, Amelia County Board of Supervisors
Chairperson, Buckingham County Board of Supervisors
Chairperson, Cumberland County Board of Supervisors
Chairperson, Mecklenburg County Board of Supervisors
Chairperson, Bedford County Board of Supervisors
Chairperson, Pittsylvania County Board of Supervisors
Chairperson, Brunswick County Board of Supervisors
Chairperson, Sussex County Board of Supervisors
Chairperson, Prince George County Board of Supervisors
Chairperson, Chesterfield County Board of Supervisors
Chairperson, Charlotte County Board of Supervisors
Chairperson, Powhatan County Board of Supervisors
Chairperson, Campbell County Board of Supervisors
Chairperson, Appomattox County Board of Supervisors
Chairperson, Lunenburg County Board of Supervisors
Mr. William Stephens, Director of Public Utility Regulation, State Corporation Commission
Mr. David Essah, Deputy Director, Public Utility Regulation, State Corporation Commission
Michelle Scheid
Sarah Eck
Steve Prater
Danny Jarrell
Jason Dean

John,

I wanted to again commend you and the County staff for your leadership and service to the people of Nottoway County in response to the historic ice storm last month. Despite the initial steep learning curve, everyone at the County administration building banded together, sought out state-level support, and accomplished your goal — to maintain the health, safety, and general welfare of our citizens.

Moreover, the long days (and nights) you and staff spent in the EOC, diligently working under extreme conditions, was exemplary. Officially, by nature of the office, may get public recognition, but know that it was you and our amazing county staff that made our first robust emergency response a success.

As a small token of my personal appreciation, I hope you and the staff accept the enclosed gift and enjoy a well-deserved lunch on me.

Thanks again,

Phil

From: Dean Lynch <dlynch@vaco.org>
Sent: Thursday, April 1, 2021 8:38 AM
To: Dean Lynch
Subject: Update on Marcus Alert system implementation
Attachments: DBHDS - Marcus Alert and Virginia Behavioral Health System - one pager.pdf; DBHDS - Marcus Alert Local Checklist.pdf; Virginia Details of Crisis System Transformation_FINALR (002).pdf

To: Members, VACo Board of Directors
Members, VACo Health and Human Resources Steering Committee
County Administrators

Please find below a message from Department of Behavioral Health and Developmental Services Commissioner Alison Land, which provides an update on the development of a plan to implement the Marcus Alert system. The creation of this system was required by legislation enacted in the 2020 Special Session. The legislation also required the preparation of an implementation plan by July 1, 2021, which is being developed by a stakeholder workgroup led by the Department of Behavioral Health and Developmental Services and the Department of Criminal Justice Services (VACo is participating in an ex officio capacity). The attached documents provide an overview of the Marcus-David Peters Act and its intersection with related behavioral health initiatives, as well as a summary checklist of the local requirements.

As part of the implementation plan, the workgroup will be cataloging existing local efforts in Virginia that provide elements of a crisis response system. A survey is being drafted by the workgroup and will be sent soon to Community Services Boards, Crisis Intervention Team programs and Crisis Intervention Team Assessment Centers, law enforcement agencies, and Public Safety Answering Points. In addition, a community survey seeking information on individuals' experiences with the behavioral health crisis system has been developed and may be found at the following links:

Community Survey, English version: <https://virginiadbhds.wufoo.com/forms/marcus-alert-community-input-survey>

Community Survey, Spanish version: <https://virginiadbhds.wufoo.com/forms/encuesta-sobre-el-sistema-de-altera-marcus>

VACo will provide additional updates as the implementation plan is developed.

Dean A. Lynch, CAE
Executive Director
Virginia Association of Counties
1207 E. Main St., Suite 300
Richmond, Virginia 23219
(804)343-2511 office
(804)687-6196 mobile
dlynch@vaco.org

Message from Commissioner Land:

Dear Partners,

I am writing to provide some early information regarding the development of the Marcus Alert state plan. **The Marcus Alert is a comprehensive approach to ensuring that Virginia provides a health-focused, therapeutic response to behavioral health emergencies and decreases reliance on law enforcement responses. The General Assembly required a statewide implementation plan by July 1, 2021 that will provide the framework each locality must use to write a more specific local plan for the new Marcus Alert services.**

The development of the plan is a partnership between the Department of Behavioral Health and Developmental Services (DBHDS) and the Department of Criminal Justice Services (DCJS). A state planning stakeholder group began meeting in January 2021 and has met six times. The group has also hosted community listening sessions and will be sending out a community survey soon. We will also need to gather additional information from all localities for the development of the state plan, so please **expect locality surveys to be distributed to you in the coming month.**

Attached, please find three documents. First, a streamlined "checklist" to give a general overview of the requirements of the Marcus Alert legislation. Then, two informational sheets, one regarding the Marcus Alert and DBHDS' model for improving behavioral health services, called "STEP-VA," and the other regarding the overall Virginia crisis system transformation. As you will see, there are a number of overlapping initiatives, which adds a great deal of complexity but also puts Virginia in a position of significant opportunity. **Along with the pending survey, we hope you and your members will find these documents useful in providing feedback that will aid in the development of an informed statewide implementation plan.**

DBHDS is accepting input, comments and questions at marcusalert@dbhds.virginia.gov on an ongoing basis, and all comments received prior to May 16, 2021 will be reviewed by the workgroup. Thank you very much for your collaboration in this important matter.

Sincerely,
Alison

Alison G. Land, FACHE
Commissioner
alison.land@dbhds.virginia.gov
(804) 786-3921, Telephone
(804) 371-6638, Fax

MARCUS ALERT

General Information, Intersections with STEP-VA and Behavioral Health Enhancements, and Initial Planning

Virginia Department of Behavioral Health and Developmental Services
1000 North 17th Street, Suite 1000, Richmond, VA 23219

Questions or Comments?

email:

marcusalert@dbhds.virginia.gov

THE ACT

The Marcus-David Peters Act is a comprehensive approach to ensuring that Virginia provides a therapeutic, health-focused response to behavioral health emergencies. It was largely the result of advocacy by the family of Marcus-David Peters, a young, Black, Biology teacher who was shot by Richmond Police in the midst of a mental health crisis. The Act includes coordination between recent investments in the behavioral health crisis continuum, including mobile crisis teams to respond statewide 24/7, protocols that focus on full diversion to the behavioral health system, specific requirements for mobile crisis and law enforcement when law enforcement is called as back-up, protocols to guide any co-response programs or other community care models, and protocols regarding police presentation, training, and behavior such as use of force whenever responding to a behavioral health emergency. In other words, the Marcus-David Peters Act is more complicated than an investment in behavioral health crisis services, a new program for law enforcement to implement, or a reform of crisis intervention training, because it takes a comprehensive, systems-wide approach to decreasing Virginia's reliance on law enforcement as the de facto response to behavioral health emergencies. Improved policies, protocols, and outcomes are expected as a result of the implementation of the Act, with specific benefits expected for Black Virginians, Indigenous Virginians, and Virginians of Color due to existing racial disparities in behavioral health care access and law enforcement involvement and outcomes. Transparent data collection and reporting, including racial disparities, are also required components.

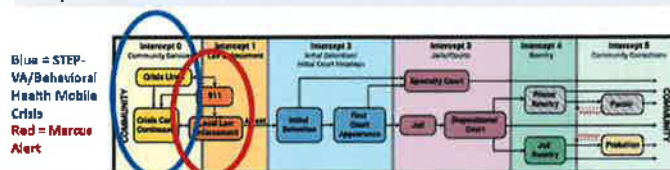
The Act includes responsibilities for DBHDS and DCJS.

Some Key Components are:



STEP-VA AND MARCUS ALERT

The Marcus Alert is a complementary initiative to other recent and ongoing investments in behavioral health crisis services such as STEP-VA. The Sequential Intercept model (below) demonstrates different points at which people with behavioral health disorders and developmental disabilities can enter, or be prevented from entering (diverted from), the criminal justice system.



Through STEP-VA and Medicaid Enhancements key structures being developed at the state level are:

1. a software platform for phone response (de-escalation, connection to services) and mobile crisis dispatch
2. four reimbursement rates to be added to the Medicaid state plan December, 2021
3. statewide mobile crisis training curriculum for all providers to be dispatched from hubs
4. Statewide coverage by mobile crisis teams

These current and ongoing investments align with the Crisis Now model. Learn more at www.crisisnow.com

FOUR CORE ELEMENTS FOR TRANSFORMING CRISIS SERVICES



It is essential that resources, priorities, and timelines are aligned between these initiatives, to ensure that Virginia's behavioral health emergency response is robust, coordinated, health-focused, and equitable.

CRISIS SYSTEM TRANSFORMATION TIMELINE



We are pleased to first partner with:

1: Orange, Madison, Culpeper, Fauquier, and Rappahannock Counties (Rappahannock-Rapidan Community Services)

2: Prince William County (Prince William County Community Services)

3: City of Bristol and Washington County including the towns of Abingdon, Damascus, and Glade Spring (Highlands CSB)

4: City of Richmond (Richmond Behavioral Health Authority)

5: City of Virginia Beach (Virginia Beach Human Services)

Marcus Alert: Overview of Local Requirements

By July 1, 2021...

- ☐ Create voluntary database for community members to provide information they would like dispatch, law enforcement, and any mobile crisis or community care teams to know if they call 9-1-1
- ☐ Meet readiness checklist (distributed January, 2021) criteria
- ☐ Begin conversations with neighboring jurisdictions and your community services board about how you will define “area,” because all localities must be covered by an area plan, but areas can include multiple localities (such as the CSB catchment)

After state plan is released July 1, 2021...

- ☐ Form a local stakeholder group (one per “area”) based on parameters in state plan
- ☐ Complete planning activities, including research and discovery and gathering community input
- ☐ Write protocols #1, #2, and #3 according to parameters in state plan
- ☐ Protocol #1 focuses on PSAP operations and diversion of 9-1-1 calls to the mobile crisis hub and crisis call center or other appropriate response
- ☐ Protocol #2 focuses on local law enforcement’s relationship with the mobile crisis hub and crisis call center, and coordination to provide “back up” support
- ☐ Protocol #3 focuses on local law enforcement’s general presentation, policies, and protocols whenever interacting with someone experiencing a behavioral health emergency
- ☐ Write plan for community coverage according to parameters in state plan

By July 1, 2022...

- ☐ Implement approved protocols #1, #2, and #3 (specific due date for submission will be provided in state plan to be approved by July 1, 2022)*
- ☐ Begin submitting data reporting requirements (begins July, 2022; ongoing)

By your area’s Phased-in Coverage date (statewide by 2026)...

- ☐ Implement approved community coverage plan*

** Five initial areas will implement all three protocols and community coverage by December 1, 2021*

A Detailed Look at Virginia's Plan for Crisis System Transformation

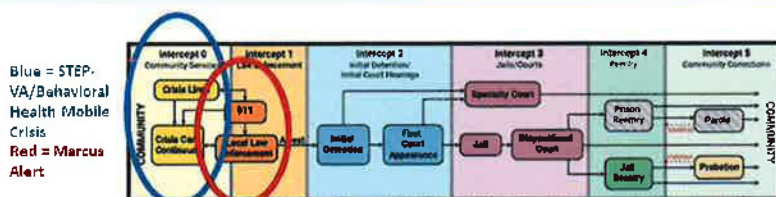
National Models to know:

The Crisis Now Model:

FOUR CORE ELEMENTS FOR TRANSFORMING CRISIS SERVICES



The Sequential Intercept Model:

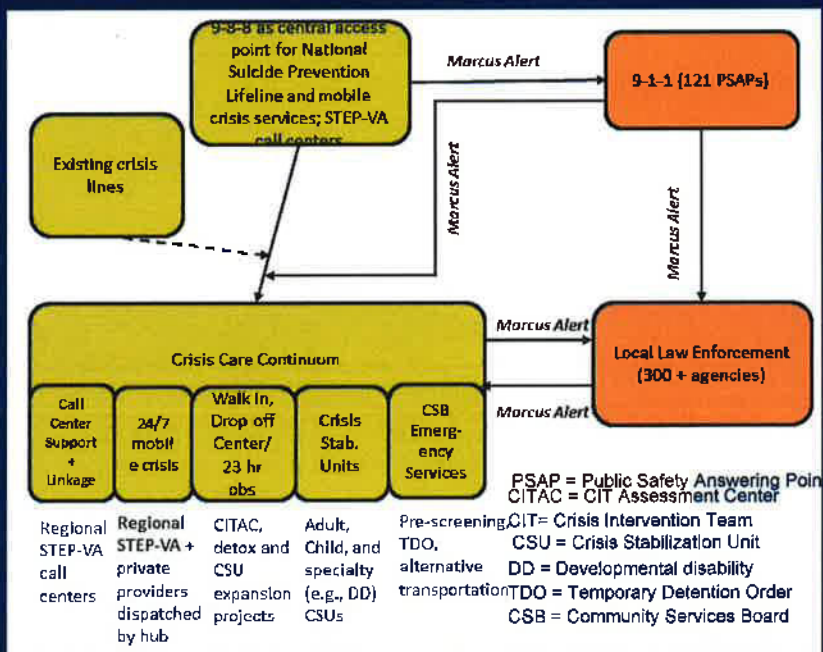


Marcus Alert

The Marcus-David Peters Act was signed into law in late 2020 and is complementary to other plans and investments. The Crisis Now model is primarily an Intercept 0 Model, in terms of the Sequential Intercept Model,

whereas the Marcus Alert focuses specifically on Intercept 1 and the intersection of Intercept 1 and 0. Both are necessary investments to build a coordinated, health-focused continuum of crisis services that are equitably accessible and supportive to all Virginians.

Understanding Virginia's Projects and Plans at Intercept 0 and 1:



Across system:

- (1) Shared triage levels across STEP-VA, Marcus Alert, and 9-1-1
- (2) Shared data, reporting, and quality improvement requirements

9-8-8 Federal Requirements

A new federal law requires that all states use the three digit code 9-8-8 as a single access point to the National Suicide Prevention Lifeline and the crisis care continuum. Virginia will use this as the access point for mobile crisis services. This is required of all states by July 16, 2022.

Behavioral Health Enhancements

This refers to new Medicaid reimbursement rates. Four crisis rates for mobile crisis response, follow-up stabilization, 23-hour observation, and per diem for Crisis Stabilization Units are planned for December, 2021.

Questions? Comments? email marcusalert@dbhds.virginia.gov

From: Sorrell, Andrew V. <asorrell@revitalizeva.org>
Sent: Thursday, April 1, 2021 4:04 PM
To: Tessie Bacon; Philip Vannoorbeeck; jprosise@nottoway.org
Cc: Myers, Elizabeth B.
Subject: re: Project White Pebbles TROF Performance Agreement

Group:

I spoke with Phillip last week who confirmed that for property located in the Town of Blackstone, the Town collects real estate taxes and Nottoway County collects taxes on such property. Phillip also confirmed the Town and County do not have a revenue sharing agreement in place.

For the TROF grant, since the Commission is supporting a project that both the Town and County are receiving the benefit of increased local tax revenue, the Commission strongly prefers that both the County and the Town be party to the TROF grant agreement. The Town has said they have the necessary security for disbursement of the grant in advance, so the County would not have to worry about that part, however for revenue sharing purposes the county should be party to the agreement. If the County is unwilling to be party to the grant agreement, then another option is that the Town can also pay the County's portion of the increased real estate tax revenue in addition to their own.

But regardless, the Commission needs to receive 5% of the annual net local tax revenue that the projects brings in - up to to 105% of the grant amount. In this instance the grant amount is \$44,500 so in total the Commission can receive no more than \$46,725. -- Andy

--
Andrew V. "Andy" Sorrell

Deputy Director, Virginia Tobacco Region Revitalization Commission
804-894-9653 (w) | 804-921-1235 (m) | asorrell@revitalizeva.org
701 E. Franklin St., Ste. 501, Richmond, VA 23219



COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

PIEDMONT REGIONAL OFFICE

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Matthew J. Strickler
Secretary of Natural Resources

David K. Paylor
Director

James J. Golden
Regional Director

March 16, 2021

Mr. Ronald Roark
County Administrator, Nottoway County
Nottoway County Sanitary Landfill
P.O. Box 92
Nottoway, Virginia 23955

WARNING LETTER

Re: WL 2021-03-PRO-653
Nottoway County Sanitary Landfill, Nottoway County
Solid Waste Permit (SWP) No. 304

Dear Mr. Roark,

The Department of Environmental Quality ("DEQ" or "Department") has reason to believe that the Nottoway County Sanitary Landfill may be in violation of the Virginia Waste Management Act, Va. Code § 10.1-1400 et seq. ("Act"), the Virginia Solid Waste Management Regulations, 9 VAC 20-81-10 et seq. ("Regulations"), and/or SWP 304.

This letter addresses conditions at the facility named above and also cites compliance requirements of the Act, Regulations, and/or SWP 304. Pursuant to Va. Code § 10.1-1455 (G), this letter is not a case decision under the Virginia Administrative Process Act, Va. Code § 2.2-4000 et seq. ("APA"). DEQ requests that you respond **within 30 days of the date of this letter**.

OBSERVATIONS AND LEGAL REQUIREMENTS

On January 25, 2021, DEQ Piedmont Regional Office staff conducted a Focused Compliance Inspection ("FCI") of the Nottoway County Sanitary Landfill. A copy of the inspection checklist is attached. The following describe the staff's factual observations and identify the applicable legal requirements.

1. *Observation:* Blown litter was noted in the following locations around the landfill: 1) the storm water channel that runs parallel to the northern leachate holding pond, 2) within the woods to the north side of the landfill, 3) adjacent to the groundwater monitoring wells, 4) in the trees near the access road, and 5) along the southern access road leading to the

workface. The facility submitted litter cleanup records which indicate that, on average, litter is picked twice per month by 3 employees.

Legal Requirements: 9 VAC 20-81-140.A.9 states "Fencing or other suitable control means shall be used to control litter migration. All litter blown from the landfill operations shall be collected on a weekly basis."

2. *Observation:* Facility Landfill gas odors were noted on the southern toe of Cell 4 which was determined to come from a leachate cleanout pipe that was constructed of slotted pipe. No other odors were detected on or off-site.

Legal Requirements: 9 VAC 20-81-140.A.9 states "Odors and vectors shall be effectively controlled so they do not constitute nuisances or hazards. Odor hazard or nuisances shall be controlled in accordance with 9VAC20-81-200 D. Disease vectors shall be controlled using techniques for the protection of human health and the environment."

3. *Observation:* It appears that soil was used as cover material; however, no 3-day stock pile was located near the workface due to equipment breakdown.

Legal Requirements: 9 VAC 20-81-140.B.1(c) states "At least three days of acceptable cover soil or approved material at the average usage rate shall be maintained at the landfill or readily available at all times."

4. *Observation:* Facility Manager reported that the last waste placed on top of Cells 1-4 was July 30, 2020. It was apparent that no intermediate cover had been applied as waste flagging, tires, rills, and ponding was noted over the vast majority of the top deck.

Legal Requirements: 9 VAC 20-81-140.B.1(d) states "Intermediate cover of at least six inches of additional compacted soil shall be applied and maintained whenever an additional lift of refuse is not to be applied within 30 days. Further, all areas with intermediate cover exposed shall be inspected as needed, but not less than weekly. Additional cover material shall be placed on all cracked, eroded, and uneven areas as required to maintain the integrity of the intermediate cover system."

5. *Observation:* The workface appeared to be larger than practicable according to the Operations Manual. The Manual indicates that the workface needs to be confined to 800 sq. ft., given the intake is below 100 tons per day. It appeared the workface was greater than 1000 sq. ft. Equipment breakdowns appear to be a factor in exceeding the limits.

Legal Requirements: 9 VAC 20-81-140.B.2 states "The active working face of a sanitary landfill shall be kept as small as practicable, determined by the tipping demand for unloading."

Mr. Ronald Roark
Nottoway County Sanitary Landfill, SWP 304
March 16, 2021
Page 3 of 4

6. *Observation:* Leachate management issues noted during the inspection entailed leachate depth markers previously placed within the impoundment to indicate freeboard height were missing. It appeared the freeboard height was less than the required 24”.

Legal Requirements: 9 VAC 20-81-210.B states “Tanks and surface impoundments used for storage of leachate shall have a flow equalization and surge capacity at least equal to the maximum expected production of leachate for any seven-day period for the life of the facility estimated under subdivision A 1 of this section. Leachate storage capacity may not be considered to include leachate that may have collected in or on the liner system. Storage tanks and impoundments shall be aerated, as necessary, to prevent and control odors.”

Legal Requirements: Section 6.1.2 of the Operations Manual dated December 3, 2019 states “At least 24 inches of freeboard will be maintained and in no case will the leachate be allowed to flow over holding facilities.”

ENFORCEMENT AUTHORITY

Va. Code § 10.1-1455 of the Waste Management Act provides for an injunction for any violation of the Waste Management Act, Waste Management Board regulations, an order, or permit condition, and provides for a civil penalty up to \$32,500 per day of each violation of the Waste Management Act, regulation, order or permit condition. In addition, Va. Code § 10.1-1455 (G) authorizes the Waste Management Board to issue orders to any person to comply with the Waste Management Act and regulations, including the imposition of a civil penalty for violations of up to \$100,000. Also, Va. Code § 10.1-1186 authorizes the Director of DEQ to issue special orders to any person to comply with the Waste Management Act and regulations. Va. Code §§ 10.1-1455(D) and 10.1-1455(I) provide for other additional penalties.

FUTURE ACTIONS

After reviewing this letter, please respond in writing to DEQ **within 30 days of the date of this letter** detailing actions you have taken or will be taking to ensure compliance with state law and regulations. If corrective action will take longer than 90 days to complete, you may be asked to sign a Letter of Agreement or enter into a Consent Order with the Department to formalize the plan and schedule. *It is DEQ policy that appropriate, timely, corrective action undertaken in response to a Warning Letter may avoid adversarial enforcement proceedings and the assessment of civil charges or penalties.*

Please advise us if you dispute any of the observations recited herein or if there is other information of which DEQ should be aware. In the event that discussions with staff do not lead to a satisfactory conclusion concerning the contents of this letter, you may elect to participate in DEQ’s Process for Early Dispute Resolution. Also, if informal discussions do not lead to a satisfactory conclusion, you may request in writing that DEQ take all necessary steps to issue a final decision or fact finding under the APA on whether or not a violation has occurred. For further

Mr. Ronald Roark
Nottoway County Sanitary Landfill, SWP 304
March 16, 2021
Page 4 of 4

information on the Process for Early Dispute Resolution, please see Agency Policy Statement No. 8-2005 posted on the Virginia Regulatory Townhall website (https://townhall.virginia.gov/L/GetFile.cfm?File=C:%5CTownHall%5Cdocroot%5CGuidanceDocs%5C440%5CGDoc_DEQ_2672_v1.pdf) or ask the DEQ contact listed below.

Your contact at DEQ in this matter is Doug Masini. Please direct written materials to his attention. If you have questions or wish to arrange a meeting, you may reach him directly at (804) 527-5101 or douglas.masini@deq.virginia.gov.

Sincerely,



Shawn Weimer
Land Protection Program Manager
Piedmont Regional Office

Ecc: Priscilla Fisher, CO - Solid Waste Compliance Coordinator
Doug Masini, PRO - Solid Waste Compliance Inspector
ECM – SWP 304



Compliance Inspection Report

Inspection Summary

Facility: Nottoway County Sanitary Landfill - Blackstone

Permit: SWP304

Region: Piedmont

Inspection Type: Focused Compliance Inspection

Facility Staff: Gary Easter – Facility Manager

Inspector: Douglas Masini

Inspection Date: 1/25/2021

Approximate Arrival Time: 1030

Inspection Method: Announced

Exit Interview: No

Weather Conditions: Overcast with light rain, 41 degrees F. Winds light.

Comments: Due to COVID-19 Governmental restrictions, a Focused Compliance Inspection (FCI) was conducted in lieu of a Compliance Evaluation Inspection (CEI) in order to review the facility for operational condition for the period between March 2020 and May 2020. Contact with the Landfill Supervisor was limited, with strict adherence of social distancing standards maintained. Operational records reviewed were limited to those noted within the report, sent electronically, with the balance of documents scheduled to be reviewed during the next CEI.

Sanitary Landfill (Active)

Reference	Description	SL	Result
Compliance Area: Operator Information			
10.1-1408.1	Disclosure Statement	I	✓
10.1-1408.2	Operator Certification	II	✓
Compliance Area: Recordkeeping, Reporting & Permit			
20-81-80	Waste Assessment Program	II	
20-81-100.B	Compliance with the facility's permit	II	
20-81-100.E	Unauthorized waste program and inspection	II	✓
20-81-140.A.16	Facility self inspections	I	✓
20-81-140.A.17	Record maintained of waste received and processed	I	✓
20-81-485	Operations Manual	II	✓
20-81-530	Permittee recordkeeping and reporting	II	
Compliance Area: Design, Construction & Operation			
20-81-130	Facility design / construction	I	
20-81-140.A.1,4	Safety and fire control	II	✓
20-81-140.A.6	Pollutant discharge	III	✓
20-81-140.A.7	Stormwater control system maintenance	II	✓
20-81-140.A.8,14-15	Facility operation, maintenance, and training	II	✓
20-81-140.A.9-13	Hazard and nuisance control	I	X
20-81-140.B	Compaction, cover & working face	I	X
20-81-610-660	Special Waste	II	✓
Compliance Area: Closure & Post-Closure Care			
20-81-160	Closure requirements	II	
20-81-170	Post-closure care requirements	II	
Compliance Area: Decomposition Gas Control			
20-81-200.A,B,E	Decomposition gas concentrations, monitoring & recordkeeping	II	✓
20-81-200.C	Decomposition gas-remediation	III	
20-81-200.D	Decomposition gas-odor management	I	
Compliance Area: Leachate Control			
20-81-210	Leachate control	II	X
Compliance Area: Groundwater Monitoring			
20-81-250	Groundwater monitoring program	II	

20-81-260	Corrective action program	II	
Compliance Area: Landfill Mining			
20-81-385 & 395	Landfill Mining	II	

SL = Severity Level ✓ = In Compliance X = Alleged Violation N/A = Not Applicable Blank = Not Inspected

Alleged Violations

Reference	Comments
20-81-140.A.9-13	Hazard and nuisance control - Blown litter was noted in the following locations around the landfill: 1) the storm water channel that runs parallel to the northern leachate holding pond, 2) within the woods to the north side of the landfill, 3) adjacent to the groundwater monitoring wells, 4) in the trees near the access road, and 5) along the southern access road leading to the workface. The facility submitted litter cleanup records which indicate that, on average, litter is picked twice per month by 3 employees. Landfill gas odors were noted on the southern toe of Cell 4 which was determined to come from a leachate cleanout pipe that was constructed of slotted pipe. No other odors were detected on or off-site. There were no observed disease vectors during the onsite inspection. Salvaging is not allowed by the landfill. Fugitive dust is controlled by an onsite water truck and street sweeper. Internal roads leading to Cell 1 were passable by ordinary vehicles.
20-81-140.B	Compaction, cover & working face - The facility was placing waste in Cell 5 and appeared to be spreading and compacting appropriately. Waste was first placed in the cell on June 8, 2020, and the facility continues to apply waste in the fluff layer. It appears that soil was used as cover material, however no 3-day stock pile was located near the workface due to equipment breakdown. Facility Manager reported that the last waste placed on top of Cells 1-4 was July 30, 2020. It was apparent that no intermediate cover had been applied as waste flagging, tires, rills, and ponding was noted over the vast majority of the top deck. Portions of Cells 1 and 2 are capped and well vegetated. Mowing of vegetated areas appeared to have occurred within the year. Slope angles appeared to be less than 33%. The workface appeared to be larger than practicable according to the Operations Manual. The Manual indicates that the workface needs to be confined to 800 sq. ft., given the intake is below 100 tons per day. It appeared the workface was greater than 1000 sq. ft. Equipment breakdowns appear to be a factor in exceeding the limits. Waste in place did not appear to contain unauthorized waste.
20-81-210	Leachate control - Leachate is collected in a surface impoundment and pumped and hauled to Blackstone WWTP (Permit #: VA0025194). The facility supplied records of leachate hauled for each month of the review period: August - 2020: 546,000 gallons; September - 2020: 386,000 gallons; October - 2020: 564,000 gallons; November - 2020: 552,000 gallons; December - 2020: 1,024,000 gallons. Records submitted for leachate transfer were calculated by agency staff and indicated the record totals may be in error. Also the required weekly Leachate Monitoring Report submitted for July 2020 through January 2021 indicated that monitoring is not consistently recorded weekly. No seeps were noted during the onsite inspection. Leachate management issues noted during the inspection entailed leachate depth markers previously placed within the impoundment to indicate freeboard height were missing. It appeared the freeboard height was less than the required 24".

General Comments

Reference	Comments
10.1-1408.1	Disclosure Statement - The facility has a Disclosure Statement on file for which the information is listed at the bottom of this report.
10.1-1408.2	Operator Certification - The facility has a licensed operator as required. Operator information is listed at the bottom of this report. Please note that, due to the state of emergency declared in response to the COVID-19 pandemic, the Department of Professional and Occupational Regulation (DPOR) has granted a temporary waiver which extends the validity of licenses, certifications, registrations, and other authorizations issued by the regulatory boards under DPOR. This waiver applies to licenses which expire while under the state of emergency, which was declared March 12, 2020, and extends their validity until 30 days after the date that the state of emergency is lifted. The state of emergency is still in effect as of the date of this report.
20-81-100.E	Unauthorized waste program and inspection - A Control Program for Unauthorized Waste Is documented within the Operating Plan and Implemented at this facility. Records of unauthorized waste inspections for November 2020 (22 performed) were submitted for review and appeared to meet the required 1% (4% Act.) in-state inspections.
20-81-140.A.16	Facility self inspections - Monthly Inspection Checklist records for August through December 2020, were submitted for review, and indicated no operational compliance issues. Weekly Leachate and Quarterly inspection forms were not submitted or reviewed but will be requested and reviewed during the next quarterly inspection.
20-81-140.A.17	Record maintained of waste received and processed - Intake records for August through December 2020 were submitted electronically for review, and reported the following: Month/Year ----- Total in Tons ---- Est. Highest Daily Receipt August 2020 ----- 1529 ----- 59 tons September 2020 ----- 1207 ----- 48 tons October 2020 ----- 1553 ----- 60 tons November 2020 ----- 1307 ----- 59 tons December 2020 ----- 1316 ----- 53 tons Records of the highest daily intake for each month of the review period were requested to verify compliance to the permitted daily limit of 300 tons per day, but only the average per month was submitted. It does appear that the facility may not have exceeded the limit but the agency will review record-keeping practices further next onsite inspection. Facility noted no sludge was received during the review period due to the waste water facility in Town of Blackstone being shut down.
20-81-485	Operations Manual - The facility Operations Manual was last revised December 3, 2019, and indicated it contained the plans specified in the VSWMR. The Manual was certified as consistent with current operations and regulatory requirements on November 25, 2020 by Ronald E. Roark, County Administrator. Re-certification of the Operations Manual is due by November 25, 2021.
20-81-140.A.1,4	Safety and fire control - There appeared to be a burn area for vegetative waste to the west of the active landfill. A pile of vegetative waste was noted smoldering at the time of the inspection, which had been previously burned. The burn area was located ~300 feet from the landfill's working face.
20-81-140.A.6	Pollutant discharge - No pollutants or solid wastes were observed to have entered surface waters, groundwater, or waters of the U.S.
20-81-140.A.7	Stormwater control system maintenance - Run-on/run-off controls around the landfill appeared to be constructed and operating as designed. It was noted that ponding, rills and cracks were noted on top of Cells 1-4. Sediment Basin 1 appeared to be controlling stormwater as designed.
20-81-140.A.8,14-15	Facility operation, maintenance, and training - Facility access is controlled by a scale house, gates, fences, and natural barriers. Scale attendants were on site and controlling access at the time of inspection. Facility equipment operating at the workface at the time of the inspection was noted as one dozer. Carter Machinery was onsite servicing another dozer while an 816K compactor was sitting idle in Cell 5.
20-81-610-660	Special Waste - No ACM or PCBs were reported as disposed of at the landfill during the review period. Facility records indicated 11.31 tons of tires were received during the review period. Facility Manager indicated that tires are segregated out of the waste mass and shipped off-site to Emanuel Tire (PBR-603).

	Facility records indicated 0.27 tons of White Goods were received during the review period. White goods are segregated and shipped to ABC Recyclers for processing and recycling. No PCS was reported received during the review period.
20-81-200,A,B,E	Decomposition gas concentrations, monitoring & recordkeeping - 4th Qtr. 2020 Gas Probe monitoring was conducted on October 7, 2020, and recorded no exceedances of the Action Level. 1st Qtr. 2021 Gas Probe monitoring was conducted on January 27, 2021, and recorded no exceedances of the Action Level.

Disclosure Statement Details

Key Personnel	Title
B. C. Wilson	Scale Attendant
Darshawn Quarles	Truck Driver
Gary Easter	LF Operations
Kermit Hawkes	Scale Attendant
Ronald Roark	County Administrator
Thomas Harris	LF Operations

Disclosure Statement Last Updated: 12/22/2016

Waste Management Facility Operators

Licensed Operator	License #	Expiration Date
Gary Easter	4605002016	4/30/2022

PLEASE advise the Regional Office within 10 calendar days if any information noted in this report is incorrect, if you have taken appropriate action to meet compliance, or if there is other information that the department should consider regarding any alleged violations.

PLEASE be advised that this report is not an agency proceeding or determination which may be considered a case decision under the Administrative Process Act (VA Code 2.2-4000 et seq). If informal discussions do not lead to a satisfactory conclusion on the contents of this report, you may request in writing that DEQ take all necessary steps to issue a final decision or fact finding under the APA on whether or not a violation has occurred.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
PRO Regional Office
Photos have not been altered except to change the size of the file.

Site Name: Nottoway County SLF

Permit#

SWP-304

Taken By: Doug Masini



Photo Number:	1
Date:	1-25-2021

Comments: Solid waste in the stormwater channel beside the leachate basin, looking west.



Photo Number:	2
Date:	1-25-2021

Comments: Solid waste in the stormwater channel beside the leachate basin, looking east.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
PRO Regional Office
 Photos have not been altered except to change the size of the file.

Site Name: Nottoway County SLF

Permit# _____

SWP-304

Taken By: Doug Masini



Photo Number:	3
Date:	1-25-2021

Comments: Slotted Leachate Cleanout pipe daylighting at the toe of Cell 4, on the south side, venting LF Gas.



Photo Number:	4
Date:	1-25-2021

Comments: Overview of the workspace in Cell 5 showing oversized area and no stock piles of acceptable cover material.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

PRO Regional Office

Photos have not been altered except to change the size of the file.

Site Name: Nottoway County SLF

Permit#

SWP-304

Taken By: Doug Masini



Photo Number:	5
Date:	1-25-2021

Comments: Top deck of Cells 1-4 showing flagging, ponding, rills, and no intermediate cover.



Photo Number:	6
Date:	1-25-2021

Comments: Top deck of Cells 1-4 showing flagging, ponding, rills, and no intermediate cover.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
PRO Regional Office
 Photos have not been altered except to change the size of the file.

Site Name: Nottoway County SLF **Permit#** SWP-304
Taken By: Doug Masini

	Photo Number:	7
	Date:	1-25-2021
	Comments: Top deck of Cells 1-4 showing flagging, ponding, rills, and no intermediate cover.	

	Photo Number:	8
	Date:	1-25-2021
	Comments: Top deck of Cells 1-4 showing flagging, ponding, rills, and no intermediate cover.	

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

PRO Regional Office

Photos have not been altered except to change the size of the file.

Site Name: Nottoway County SLF

Permit#

SWP-304

Taken By: Doug Masini



Photo Number:	9
Date:	1-25-2021

Comments: Top deck of Cells 1-4 showing flagging, ponding, rills, and no intermediate cover.



Photo Number:	10
Date:	1-25-2021

Comments: Leachate impoundment showing less than 24" of freeboard.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

PRO Regional Office

Photos have not been altered except to change the size of the file.

Site Name: Nottoway County SLF

Permit#

SWP-304

Taken By: Doug Masini



Photo Number:	11
Date:	1-25-2021

Comments: Leachate impoundment showing less than 24" of freeboard.



Photo Number:	12
Date:	1-25-2021

Comments: Leachate impoundment showing less than 24" of freeboard.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY
PRO Regional Office
Photos have not been altered except to change the size of the file.

Site Name: Nottoway County SLF

Permit#

SWP-304

Taken By: Doug Masini



Photo Number:	13
Date:	1-25-2021

Comments: Blown litter in the woods near GWMW-11.



Photo Number:	14
Date:	1-25-2021

Comments: Blown litter in the woods near GWMW-8R.

THE OFFICE OF THE SHERIFF

Sheriff Robert L. Jones

NOTTOWAY COUNTY



(434) 645-9044

P.O. Box 6
266 W. Courthouse Rd.,
Nottoway, VA 23955
April 2, 2021

FAX (434) 645-1915

Board of Supervisors
Nottoway County
P.O. Box 92
Nottoway, VA 23955

Dear Board of Supervisors,

With the recent retirement of Captain Abernathy, my office has had turnover funds become available in the Virginia Compensation Board. I am using these funds to support salary changes in my office, particularly of note, for dispatchers that have shown professionalism and loyalty to Nottoway Sheriff's Office. As most of you know, it requires a special person to handle the dispatch job, and it is hard to retain good people in that position.

With that being said, I am only able to use the compensation board funds for compensation board positions, which leaves 3 county funded dispatch positions out. I am requesting the board allow me to use funds from my dispatch salary line to give these 3 dispatchers an increase, to be effective April 1, 2021. Currently I have approximately \$15,000 in the dispatch salary line available due to not being fully staffed. I would like to give Tracy Moore, a dispatcher with 19 years of experience, a \$1,250 increase in salary. I would also like to give Brennen McCoy & Rachel Williams each a \$500 increase in salary. They are dedicated and reliable employees.

I am requesting the board allow me to carry over at least \$4,500 of the savings above to cover 2 years of these increases, and the county pick up the increases for these positions after the 2nd year. These increases are being requested only for these current county positions, and not for new hires.

I appreciate the work that our dispatchers do, and hope that you will support me in this request.

Sincerely,

Robert L. Jones
Sheriff

OFFICE OF
THE BOARD OF SUPERVISORS
NOTTOWAY COUNTY

SUPERVISORS

SHERMAN C. VAUGHN, CHAIRMAN
DISTRICT 4
LYNN K. SHEKLETON, VICE CHAIRMAN
DISTRICT 5
STEVE W. BOWEN
DISTRICT 1
JOHN A. ROARK
DISTRICT 2
HELEN M. SIMMONS
DISTRICT 3



P. O. BOX 92
344 W. COURTHOUSE RD.
NOTTOWAY, VIRGINIA 23955
TELEPHONE (434) 645-8686
FAX No. (434) 645-8667
E-MAIL: nottoway@nottoway.org
www.nottoway.org

ADMINISTRATOR
RONALD E. ROARK

DEPUTY ADMINISTRATOR
JOHN N. PROSISE

FINANCE DIRECTOR
KATY J. TOMER

BUILDING & CODE OFFICIAL
DEAN S. LEWIS

**DISTRIBUTION OF VEHICLE LICENSE FEE
EMERGENCY SERVICES CONTRIBUTION
FISCAL YEAR 2021**

Revenue Through April 30, 2021 **\$191,021.00**

DISTRIBUTION:

Burkeville Rescue Squad	10,405.50
Nottoway County Rescue Squad	41,622.00
Blackstone Volunteer Fire Department	52,027.50
Burkeville Volunteer Fire Department	52,027.50
Crewe Volunteer Fire Department	<u>52,027.50</u>

TOTAL DISTRIBUTION: **\$208,110.00**

For Comparison – Distribution FY20

Burkeville Rescue Squad	10,105.01
Nottoway County Rescue Squad	40,383.75
Blackstone Volunteer Fire Department	46,844.08
Burkeville Volunteer Fire Department	46,844.08
Crewe Volunteer Fire Department	<u>46,844.08</u>
TOTAL DISTRIBUTION:	\$191,021.00

OFFICE OF
THE BOARD OF SUPERVISORS
NOTTOWAY COUNTY



SUPERVISORS

SHERMAN C. VAUGHN, CHAIRMAN
DISTRICT 4
LYNN K. SHEKLETON, VICE CHAIRMAN
DISTRICT 5
STEVE W. BOWEN
DISTRICT 1
JOHN A. ROARK
DISTRICT 2
HELEN M. SIMMONS
DISTRICT 3

ADMINISTRATOR
RONALD E. ROARK

DEPUTY ADMINISTRATOR
JOHN N. PROSISE

FINANCE DIRECTOR
KATY J. TOMER

BUILDING & CODE OFFICIAL
DEAN S. LEWIS

P. O. BOX 92
344 W. COURTHOUSE RD.
NOTTOWAY, VIRGINIA 23955
TELEPHONE (434) 645-8696
FAX No. (434) 645-8667
E-MAIL: nottoway@nottoway.org
www.nottoway.org

Courthouse Repairs
Bid Review
9:00AM
April 9, 2021

No bids were submitted prior to noon on April 8, 2021.

Those present:

John N. Prosise
John N. Prosise, County Administrator

Susan Tucker
Susan Tucker, Building Permit Tech

Others:

Andrea S. Kelly

OFFICE OF
THE BOARD OF SUPERVISORS
NOTTOWAY COUNTY

SUPERVISORS

SHERMAN C. VAUGHN, CHAIRMAN
DISTRICT 4
LYNN K. SHEKLETON, VICE CHAIRMAN
DISTRICT 5
STEVE W. BOWEN
DISTRICT 1
JOHN A. ROARK
DISTRICT 2
HELEN M. SIMMONS
DISTRICT 3



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ADMINISTRATOR
RONALD E. ROARK

DEPUTY ADMINISTRATOR
JOHN N. PROSISE

FINANCE DIRECTOR
KATY J. TOMER

BUILDING & CODE OFFICIAL
DEAN S. LEWIS

1998 International Roll-Off Truck
Surplus Sale
Bid Review
9:00AM
April 9, 2021

Treescaping, Inc. \$ 2,850.00

Treescaping was the only bid received prior to noon on April 8, 2021.

Those present: John N. Prosise
John N. Prosise, County Administrator

Susan Tucker
Susan Tucker, Building Permit Tech

Others: Andrea S. Kelly

Board of Trustees

Amy Cliborne
Doris Fowlkes
Shelia Harper
Carolyn Leslie
Susan Nash
Verna Rhoades

**Administrative Offices**

Crewe Library
414 Tyler Street
Crewe, Virginia 23930
434-538-0495
www.nottlib.org

April 7, 2021

John Prosise
PO Box 92
Nottoway, VA 23955

Dear Mr. Prosise:

Since our last "purge" in December of 2018, we have again accumulated a number of broken and/or obsolete items throughout the library system. I would appreciate it if you would either arrange the collection of them (listed below) or give the approval for us to dispose of them.

Obsolete items:

- 4 printers
- 1 fax machine
- 3 flat panel monitors
- 5 PCs
- 5 office chairs

Thank you for your continued support.

Jacqueline Zataweski, Director
Nottoway County Public Library System
jzataweski@nottlib.org

From: Aaron Brame <aaron@alarmb4.com>
Sent: Wednesday, April 7, 2021 3:14 PM
To: Katy Torner
Subject: Nottoway Lanes Fire System

Hi Katy: Just a FYI, I think the phone lines connected to the fire alarm system may have been disconnected. The system sends a test signal each day as required by code. We notified David yesterday that "no test signal" was received. The phone lines connected to the panel are:

(434) 292 - 3288

(434) 292 - 3416

- I called both of these numbers and got a "call can not be completed message".

I understand the cost of 2 phone lines can be expensive. We can monitor this system via a 'cellular communicator'. There is upfront cost for the cellular communicator and the monthly cost increases a little. But this is much cheaper than the monthly cost for 2 phone lines.

Talk to you soon. Thanks, Aaron

--

Aaron R Brame

804-814-8196

434-676-3680

American Federal Security Systems, LLC

www.AlarmB4.com

<https://www.security.honeywellhome.com/totalconnecttoolkit>

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Nottoway County Board of Supervisors

MEETING AGENDA

April 29 2021

Nottoway County Circuit Courtroom
3:00 p.m.

A. Welcome

Call to Order
Invocation
Pledge of Allegiance

Chairman Vaughn

B. Approval of Agenda

Motion

C. Closed Meeting

§ 2.2-3711(A)(1)

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body

Consideration of prospective candidates for county administrator and possibly interview candidates for county administrator.

D. Open Session

FY22 Budget Discussion

E. Recess for Dinner

Nottoway County General District Courtroom
7:00 PM

F. Reconvene Board Meeting

Adoption of FY22 Budget

G. Motion to Adjourn



Nottoway County Board of Supervisors

MEETING AGENDA

May 20, 2021

7:00 p.m.

Nottoway County General District Courtroom

A. Welcome

Call to Order
Invocation
Pledge of Allegiance

Chairman Sherman C. Vaughn

B. Approval of Agenda

Motion to Approve or Amend

C. Approval of Minutes

Motion to Adopt or Approve with Amendments

D. Delegations from the Public - All Delegations are limited to 5 minutes

E. Public Hearings

1. Virginia Department of Transportation -

Receive Comment on the Proposed FY2022-2027 Six Year Plan for and the proposed Secondary Construction Budget for FY 2022
County Motion to Approve each Item -
Dianna Bryant

2. Hugh Jones, Owner - Special Exception

Labor Day Weekend Outdoor Event
Motion to Amend or Approve

F. Presentations

Southside Electric Co-operative

Lloyd Lenhart, Director, Community Relations, SEC – Ice Storm Restoration Efforts

G. Department Reports

- Virginia Department of Transportation
- Nottoway County Health Department
- Solid Waste
- Nottoway County Planning Commission
- Building Inspection / Erosion & Sediment Control
- Animal Control

H. Constitutional Officers Reports and Comments

Jane Brown, Circuit Court Clerk
Robert Jones, Sheriff
Ellen Myatt, Treasurer
Christy Hudson, Commissioner of the Revenue
Leanne Watrous, Commonwealth's Attorney

I. Unfinished Business

- | | |
|--|---|
| • AT&T Cell Tower Request | Motion to Approve |
| • Cox Road Waterline | John Anzivino, Interim County Administrator
Discussion |
| • Solid Waste Equipment Repairs | Motion to Approve Repairs and/or Purchase |
| • Rebranding Interviews | Motion to Establish Date(s) for
Consultant Interviews |
| • County Administrator Recruitment | Motion to Adopt Process for Selecting a
New County Administrator |
| • Small Business Purchase Policy | Vivian Giles County Attorney
(Sands, Anderson) - Motion to Approve
or Amend and Approve Proposed Policy |
| • Report and Recommendation on Retention
of Employee Benefit Consultant | John Anzivino, Interim County Administrator
Motion to Accept/ Reject Recommendation |
| • Update and Potential Approval for
Courthouse Area Building Maintenance
and Repairs | John Anzivino, Interim County Administrator
Motion to Accept/Reject Proposal for
Repairs |

J. New Business

- | | |
|--|--|
| • Animal Control Candidate Selection Process | John Anzivino, Interim County Administrator
Motion to Approve or Amend and Approve
Process |
| • Authorization Directing the County Attorney to
Release of Deeds of Trust for Housing Program | Katy Tomer, Finance Director
Motion to Approve or Deny Request |
| • American Rescue Plan Act 2021 | Katy Tomer, Finance Director |
| • Formal Authorization Designating Nottoway
County as Fiduciary Agent for Designated Grants
for the Town of Burkeville, Blackstone and Crewe | John Anzivino, Interim County Administrator
Motion to Approve or Amend Request |
| • Authorization for the Auction of Surplus
Equipment for Nottoway County Schools | John Anzivino, Interim County Administrator
Motion to Approve or Deny Request |

K. Consent Calendar

Motion to Accept Recommendations or Amend Consent Agenda for Discussion of any Particular Item

Budget Adjustment – CSA	\$100,000.00
Budget Adjustment – Registrar/Electoral Board	\$ 3,469.41
Budget Adjustment – School	\$ 4,994.96
Budget Adjustment – Landfill	\$ 55,000.00
Budget Adjustment – Sheriff's Dept.	\$ 236.31
Permit Refund — Lloyd Green #363-2020	\$ 61.81
Livestock Claim – Larry Chumney	\$ 500.00

L. Correspondence and Information Items

Correspondence

- Harrison Skipwith, Jr. Letter of Resignation IDA Board
- William Collins, III Communication Concerning US Postal Service
- County Response Letter to DEQ Findings at Nottoway County Landfill
- Communication from Commonwealth's Attorney Leanne Watrous Informing Board of Availability of DCJS Virtual Training for Civilian Response and Casualty Care

Information Items

- Sales Tax Collection Data from the Treasurer
- Notification of June 8, 2021 Primary Election from the Registrar
- Blackstone VFD March Incident Report
- Piedmont Regional Jail Board Minutes and Financial Report- February, 2021
- Weekly Health Department Vaccination Data – Virginia National Guard Site
- Piedmont Covid-19 Dashboard
- Commonwealth Regional Council -April, 2021 Items of Interest
- Commonwealth Regional Council – Update on Nottoway County Comprehensive Plan
- Nottoway County Board of Library Trustees Minutes
- FERC Notice of Schedule for Environmental Review for the Proposed Atlantic Coast Pipeline
- Dominion Energy Notice of Triennial Review by SCC of Dominion's Rates, terms and Conditions for provision of Generation, Distribution and Transmission Services (Copy of Document Available In County Administrator's Office for Review)
- Dominion Energy Notice of establishment of Rates, Terms and Conditions of a Universal fee to be Paid by Retail Customers
- Fort Pickett MTC JLUS-Study Committee May 25, 2021

M. County Administrator Update

John Anzivino, Interim County Administrator

N. Comments from Members of the Board

- Supervisor Shekleton
- Supervisor Bowen
- Supervisor Roark
- Supervisor Simmons
- Chairman Vaughn

Motion to Adjourn



Nottoway County Board of Supervisors May 2021 Work Session

AGENDA

Thursday, May 13, 2021
7:00 PM
General District Courtroom

Call to Order

Chairman Vaughn

Invocation

Mr. Bowen

Pledge of Allegiance

Issues for Discussion:

Establishment of Interview Dates and Further Discussion of Rebranding Proposals - John Anzivino, Interim County Administrator

Discussion Concerning Key County Vacancies and Direction Concerning Selection Processes Moving Forward - John Anzivino, Interim County Administrator

Discussion/Review of Draft Small Purchase Policy – Vivian Giles, Sands, Anderson, County Attorney

Outline of Potential Items for Board of Supervisors May 20,2021 agenda – All Board members and John A. Anzivino, Interim County Administrator

Adjournment



Nottoway County Board of Supervisors MEETING AGENDA

June 17, 2021

7:00 p.m.

Nottoway County General District Courtroom

A. Welcome

Call to Order
Invocation
Pledge of Allegiance

Chairman Sherman C. Vaughn

B. Approval of Agenda

Motion to Approve or Amend

C. Approval of Minutes

Motion to Adopt or Approve with Amendments

D. Delegations from the Public - All Delegations are limited to 5 minutes

E. Public Hearings

1. Hugh Jones, Owner (Pages 1-13)

Special Exception Labor Day Weekend
Outdoor Event
Motion to Amend or Approve

F. Presentations

Wanda Dyson

G. Department Reports

- Virginia Department of Transportation (Pages 1-3)
- Solid Waste (Page 4)
- Building Inspection / Erosion & Sediment Control (Page 5)
- Animal Control (Pages 6-7)
- Library Board of Trustees Monthly Report (Pages 8-29)
- Nottoway County Health Department
- Nottoway County Planning Commission

H. Constitutional Officers Reports and Comments

Jane Brown, Circuit Court Clerk (Pages 1-3)
Robert Jones, Sheriff

Ellen Myatt, Treasurer
Christy Hudson, Commissioner of the Revenue
Leanne Watrous, Commonwealth's Attorney

I. Unfinished Business

- Tillman SE Cell Tower Request (Pages 1-10) John Anzivino, Interim County Administrator
Motion to Approve/Deny SE Request
- Award of Rebranding Contract (Pages 11-12) John Anzivino, Interim County Administrator
Motion to Award/Reject Contract
- Revenue Sharing – Performance Agreement – TROF-VUMAC (Pages 13-47) John Anzivino, Interim County Administrator
/ Phillip Vanoorbeeck,
- Consideration of Adoption of Interim County Administrator's Reorganization/Compensation Program for FY 22 (Pages 48-55)
Attachment 1 (Pages 1-2)
Attachment 2-A (Pages 1-2)
Attachment 2-B (Pages 1-3)
Attachment 3 (Pages 1-2)
Attachment 4 (Pages 1-2)
Attachment 5 (Page 1) John Anzivino, Interim County Administrator
- American Rescue Plan Act 2021 Update Katy Tomer, Finance Director

J. New Business

- Introduction of New County Animal Control Officer (Page 1) John Anzivino, Interim County Administrator
/Sheila Estes, Senior AC Officer
- Fiscal Year 2021-2022 Budget Appropriation (Pages 2-4) Katy Tomer, Finance Director
- County Liability Insurance (Pages 5-65) Katy Tomer, Finance Director
- Consideration of Part-Time Emergency Management Coordinator Position Description (Pages 66-70) John Anzivino, Interim County Administrator
- Dispatchers Compensation Adjustments (Pages 71-102) Sheriff Jones/ John Anzivino, Interim County Administrator
- Discussion Concerning County Vehicle Allocations (Pages 103-104) John Anzivino, Interim County Administrator
- Discussion Concerning Prince Edward and Cumberland Counties Requesting a Forensics Audit at Crossroads CSB (Pages 105-111) Supervisor Simmons/
John Anzivino, Interim County Administrator

- Suggested Change Of August 19 Board Meeting Date Due to VACO Event (Page 112-115) John Anzivino, Interim County Administrator
- Appointments to the Nottoway County Industrial Authority Board and the Planning Commission of Nottoway County (Pages 116-117) John Anzivino, Interim County Administrator
- Set Date for Work Session to Receive Nottoway County Fire and Emergency Medical Services Study (Pages 118) John Anzivino, Interim County Administrator

K. Consent Calendar

Motion to Accept Recommendations or Amend Consent Agenda for Discussion of any Particular Item

Budget Adjustment – Sheriff's Dept. (Pages 1-3)	\$ 2,067.30
Budget Adjustment – TOB Pass Through (Pages 4-5)	\$ 2,331.05
Budget Adjustment – Treasurer – DMV Stop Fee (Page 6)	\$ 5,000.00
Budget Adjustment – Four-for-Life Funding (Pages 7-8)	\$13,313.04

L. Correspondence and Information Items

Correspondence

Notification of SRO Grant Award from DCJS (Page 1)
PSAP Grant Award Notification (Page 2)

Information Items

Commonwealth Regional Council Alternate Vacancy (Pages 3-25)
CRC Comprehensive Plan Update (Pages 26-27)
Piedmont Habitat (Pages 28 -29)
Piedmont Court Services Minutes
Piedmont Regional Jail Board Update
Cox Road Survey Update

M. County Administrator Update

John Anzivino, Interim County Administrator

Comments from Members of the Board

- Supervisor Shekleton
- Supervisor Bowen
- Supervisor Roark
- Supervisor Simmons
- Chairman Vaughn
-

Motion to Adjourn

Fort Pickett Redevelopment Authority (immediately after Board meeting)



**Nottoway County Board of Supervisors
August 5, 2021 Special Meeting**

AGENDA

Thursday, August 5, 2021
5:30 PM
General District Courtroom

Call to Order

Chairman Vaughn

Invocation

Mr. Bowen

Pledge of Allegiance

Action Items

**Adoption of a Memorandum of Understanding
For Provision of Broadband Services Between
RiverStreet Networks and Nottoway County, Virginia**

**John Anzivino, Interim
County Administrator**

**Ratification of an Employment Agreement for
Nottoway County's Next Administrator**

Supervisor Lynn Shekleton

Adjournment



Nottoway County Board of Supervisors
MEETING AGENDA
August 26, 2021
7:00 p.m.
Nottoway County General District Courtroom

A. Welcome

Call to Order
Invocation
Pledge of Allegiance

Chairman Sherman C. Vaughn

B. Approval of Agenda

Motion to Approve or Approve with Amendments

C. Approval of Minutes

Motion to Adopt or Approve with Amendments

D. Delegations from the Public - All Delegations are limited to 5 minutes

E. Public Hearings

1. Nottoway County Public Schools (Page 1)
Budget Adjustment - "Addressing Unfinished Learning
Grant (new grant)"
Motion to Amend, Deny, or Approve

Katy Tomer, Assistant County Admin

2. Special Exception - York (Page 3)
William York, owner: Requests to amend an existing
Special Exception Permit for his mobile home park, to
align it with current Zoning Ordinance allowances.
Property is located off Wilburn Road in the Bellefonte
District and is zoned Rural Residential. Request is
made pursuant to Section 4-7-3-2 of the Nottoway
County Zoning Ordinance – USES PERMITTED BY
SPECIAL EXCEPTION
Motion to Amend, Deny, or Approve

John A. Anzivino, Transition Advisor

3. Special Exception - Moorefield (Page 16)
 Kenneth Moorefield: Request to place a Light Commercial business on property located off Simmons Lane in Blendon District. Property is zoned Conservation and is listed to Kenneth Moorefield and Joyce A. Moorefield. Request is made pursuant to Section 2-2-4-26 of the Nottoway County Zoning Ordinance – USES PERMITTED BY SPECIAL EXCEPTION
Motion to Amend, Deny, or Approve

John A. Anzivino, Transition Advisor

F. Presentations

Recognition of Nottoway Angels Softball Team

G. Department Reports

- Virginia Department of Transportation (Page 31)
- Solid Waste (Page 34)
- Nottoway County Planning Commission (Page 37)
- Building Inspection / Erosion & Sediment Control (Page 41)
- Animal Control (Page 42)
- Piedmont Health District Dashboard (Page 44)

H. Constitutional Officers Reports and Comments

- Jane Brown, Circuit Court Clerk
- Robert Jones, Sheriff
- Ellen Myatt, Treasurer (Page 45)
- Christy Hudson, Commissioner of the Revenue
- Leanne Watrous, Commonwealth's Attorney

Trial Balance June 30,2021

I. Unfinished Business

- Appointments (Page 47)
Motion to Amend, Deny, or Approve
- Crossroads CSB Forensics Audit (Page 48)
- Consideration of Position Description for Emergency Management Coordinator (Page 56)
Motion to Amend, Deny, or Approve

John A. Anzivino, Transition Advisor

John A. Anzivino, Transition Advisor
 Ted Costin, County Administrator

J. New Business

Motion to Accept Recommendations or Amend for Discussion of any Particular Item

- Authorization to Advertise Delinquent RE Taxes (Page 57)
- Town of Crewe CARES Act Authorization (Page 98)
- Approval for First Step of Long-Range Financial Plan (Page 99)
- Tuition Reimbursement Policy (Page 100)
- Cell Phone Reimbursement Policy (Page104)
- Employee Compensation Recommendation (Pages 109)
- Discussion/Appointment of Transition Advisor/Project Manager
- Discussion Concerning County Attorney Selection Process
- Communications System Update

John A. Anzivino, Transition Advisor
 Katy Tomer, Assistant County Admin
 John A. Anzivino, Transition Advisor
 John A. Anzivino, Transition Advisor
 John A. Anzivino, Transition Advisor
 John A. Anzivino, Transition Advisor
 Supervisor Shekleton
 Supervisor Roark
 Sheriff Jones & John Anzivino

- Sheriff's Office – New Grant (Page 112)
- Registrar – Funding Request (Page 113)
County Admin

Katy Tomer, Assistant County Admin
Katy Tomer, Assistant

K. Consent Calendar

Motion to Accept Recommendations or Amend Consent Agenda for Discussion of any Particular Item

July Expenditures – All Funds (Page 121)	
Budget Adjustment – Fort Pickett LRA (Page 151)	\$29,972.17
Budget Adjustment – Tobacco Commission – TROF (Page 153)	\$159,900.00
Budget Adjustment – Nottoway Library -E-Rate (Page 156)	\$2,385.85
Budget Adjustment – E-911 PSAP (Page 166)	\$3,000.00
RE Tax Bill Adjustment – Commissioner of the Revenue (Page 167)	\$426.16
BPOL Refund - Commissioner of the Revenue (Page 168)	\$1,319.39

L. Correspondence and Information Items

Correspondence

- Town of Burkeville – Letter Concerning Crewe Boundary Adjustment (Page 169)
- VDOT Preliminary Request Permission to Enter County Property Route 40 (Page 170)

Information Items

- CRC Items of Interest (Page 175)
- CRC Cigarette Tax Board Briefing Minutes (Page 176)
- Nottoway County Library Board Minutes and Update (Page 182)
- Nottoway County School Board Minutes (Page 206)
- Piedmont Regional Jail Minutes (Page 221)

M. County Administrator Update

Ted Costin, County Administrator

N. Comments from Members of the Board

- Supervisor Shekleton
- Supervisor Bowen
- Supervisor Roark
- Supervisor Simmons
- Chairman Vaughn

Motion to Adjourn

Fort Pickett Local Redevelopment Authority Meeting

A. Welcome

Call to Order

Chairman Sherman C. Vaughn

B. Approval of Agenda Motion to Approve or Approve with Amendments

C. Approval of Minutes

Motion to Adopt or Approve with Amendments

D. Delegations from the Public - All Delegations are limited to 5 minutes

E. Unfinished Business

Nottoway Lanes Lease

F. New Business

Lease Approval/Renewal

John Hill, LRA Project Manager

- T&H Services
- Pickett Park Daycare
- Skookum

G. Adjourn

December 17, 2020

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 17TH DAY OF DECEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN M. SIMMONS, CHAIRMAN
SHERMAN C. VAUGHN, VICE CHAIRMAN
LYNN K. SHEKLETON
STEVE W. BOWEN
JOHN A. ROARK
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Madam Chair Simmons called the meeting to order at 7:00 p.m.

Reverend Leroy Bradshaw, from Jonesboro Baptist Church, provided the invocation. Madam Chair Simmons led everyone in the pledge of allegiance to our flag.

Madam Chair announces changes to the Agenda; public comments will be limited to three minutes, the Extension service will not be making a presentation, Robinson, Farmer, Cox Associates will not be making the Audit presentation, the advertised public hearing on the communications tower will not be held, there will be no closed session and Assistant County Administrator Prosise will be leading the meeting in Administrator Roark's absence. Following these announcements Madam Chair Simmons entertains a motion to approve the agenda. Vice Chairman Vaughn makes a motion to approve the Agenda. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The minutes of the November 24, 2020 regular meeting were presented. Vice Chairman Vaughn moves to receive and adopt the November 24, 2020 minutes as presented. The motion received a second from Supervisor Shekleton. With a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen provides a gift to Madam Chair Simmons for her efforts during 2020, while serving as Chair to the Board; a face mask bearing the Piedmont Senior Resources logo.

Madam Chair Simmons reminds that delegations from the Public will be limited to three minutes and allows anyone that wishes to withdraw their request to speak to do so. She then asks if there are any delegations wishing to speak.

1 - Gregory Robertson: Mr. Robertson asks the Board to consider the adoption of a resolution establishing the County as a First Amendment Sanctuary. He reads aloud a proposed resolution for their consideration.

2 - Sonny Abbott: Mr. Abbott questions the Board intentions of whether District 2 Supervisor John Roark will be given the opportunity to serve as Board Chair in 2021 or will he be passed over. Mr. Abbott also acknowledges the lack of important details being decided for the proposed new Animal Shelter.

3 - Sue Yeatts: Mrs. Yeatts supports Gregory Robertson's request for the Board to adopt a Resolution adopting the County as a 1st Amendment Sanctuary. Mrs. Yeatts also expresses her displeasure for Nottoway Sheriff Robert Jones and his expressed decision to enforce the Governor's mandate on the allowable size of groups. She asks that Sheriff Jones, as well as the County's leaders, to choose to uphold the Constitution in its entirety.

4 - Keenan Sernon: Mr. Sernon picks up reading the proposed 1st Amendment Sanctuary resolution where earlier speaker Gregory Robertson was stopped due to time limitations. He expresses his displeasure with recent events that have taken place in Nottoway County and suggests it makes him consider relocating.

Madam Chair Simmons reads aloud a letter from Citizen Richard Hawkins who was not able to attend the meeting due to COVID-19. Mr. Hawkins, again, offers his thoughts on the memorial statute located on the Courthouse Complex and urges that it should stay where it is.

The Board received the following presentations:

1 - Terry Abston, Extension Agent for the Virginia Cooperative Extension: Assistant Administrator Prorise explains that the plan was for members of the Little and Large 4-H Club to present Christmas ornaments to the Board; they were unable to make it to the meeting so he distributes them

2 – Robinson, Farmer, Cox Associates – presentation of the Nottoway County Audit for the fiscal year ending June 30, 2020. Assistant Administrator Prorise informs that due to possible COVID exposure, the audit presentation has been postponed until the January regular meeting.

The Board holds the following public hearings:

1 – Public Hearing: consider proposed Ordinance amendments in the following style:

To amend Section 4-12-5-1-1, Signs Permitted in Agricultural A-1 and Conservation C-1 Districts: To increase the maximum size from twenty (20) square feet to thirty-two (32) square feet

Madam Chair asks if there is anyone present wishing to speak on the proposed Sign Ordinance amendment, either for or against; there is no one wishing to speak. Supervisor Bowen informs that the Planning Commission heard the same request and it recommends approval.

Supervisor Bowen makes a motion to approve the Ordinance amendment as presented, as it relates to Section 4-12-5-1-1, Signs permitted in A-1 and C-1 districts. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR ORDINANCE)

2 – Public Hearing – Tillman Infrastructure LLC – Communications Tower: Request to place a communications tower on property located off McCune Road in Blendon District – pursuant to Section 2-1-4 of the Nottoway County Zoning Ordinance; property is zoned Agriculture and is listed to Shirley S. Daniel

Assistant Administrator Prosisie announces that this application has been withdrawn. An amended application is expected in the future.

3 – Public Hearing: Consider the adoption of an Ordinance to authorize the payment of a one-time bonus to County employees ranging from \$100 to \$1,000; Assistant Administrator Prosisie reads aloud proposed Ordinance.

Madam Chair Simmons asks if there is anyone present wishing to speak on the employee bonus Ordinance, either for or against. Citizen Sonny Abbott, from the audience, announces that he strongly supports this Ordinance.

Vice Chairman Vaughn makes a motion to adopt an Ordinance to authorize the payment of a one-time bonus to County employees ranging from \$100 to \$1,000. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

(SEE PAGE THRU PAGE
FOR ORDINANCE)

Assistant Administrator Prosisie clarifies that this Ordinance does include a \$100 bonus for the Landfill Waste Convenience Center Site Attendants.

The Board hears the following presentation:

1 – Tax Collection Update – Ellen F. Myatt, Treasurer: Treasurer Myatt reports that tax collections are actually on track with prior years; they currently have exceeded collections from the same time for tax year 2018.

The Board receives the following Department reports:

1 - Highway Department:

A – November 2020 Nottoway Area Headquarters Maintenance Report

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on December 10, 2020; minutes of a regular meeting of the Nottoway County School Board meeting held on November 12, 2020, minutes of a joint work session of the Nottoway County School Board and the Nottoway County Board of Supervisor held on November 16, 2020, minutes of a joint work session of the Nottoway County School Board and the Amelia County School Board held on November 30, 2020, three Budget adjustments

A- Budget Adjustment – VTSS - \$22,000.0

REVENUES:

3-201-24020-0270	Virginia Tiered Systems of Support (New Grant)	\$22,000.00 <u>\$22,000.00</u>
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EXPENDITURES:

4-201-61310-1620-200-100-680	Supp. Salary Elementary	\$ 4,590.00
4-201-61310-1620-300-100-680	Supp. Salary Secondary	4,589.75
4-201-61310-2100-200-100-680	FICA	350.00
4-201-61310-2100-300-100-680	FICA	350.00
4-201-61310-3000-200-100-680	Purchased Services, Elem.	4,000.00
4-201-61310-3000-300-100-680	Purchased Services, Sec.	4,000.00
4-201-61310-6000-200-100-680	Materials & Supplies, Elem.	2,060.00
4-201-61310-6000-300-100-680	Materials & Supplies, Sec.	2,060.25
		<u>\$22,000.00</u>

B – Budget Adjustment – VPSA - \$65,164.00

REVENUES:

3-201-41040-0050	VPSA – 2020 School Security Equip Grant	\$65,164.00 <u>\$65,164.00</u>
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EXPENDITURES:

4-201-64200-3000-900-000-100	Maintenance Purchased Services	\$65,164.00 <u>\$65,164.00</u>
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C – Budget Adjustment – CARES Grant - \$3,200.00

REVENUES:

3-201-33084-0425	CARES Grant	\$3,200.00
	Student Growth Assess & Align	<u>\$3,200.00</u>

EXPENDITURES:

4-201-61310-3000-200-500-586	Elementary Purchased Services	\$1,600.00
4-201-61310-3000-300-500-586	Secondary Purchased Services	1,600.00
		<u>\$3,200.00</u>

Supervisor Bowen moves to approve the three Budget Adjustments, totaling \$90,364.00. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 - Health Department – Howard Nash, MD FCAP: no report provided

4 - Economic Development Committee: Assistant Administrator Prosisie announces there will be no meeting for December

5 - Regional Jail Authority Report & Juvenile Detention Center: Virginia Department of Juvenile Justice Statewide Detention Facility Population, November 2020 Piedmont Regional Juvenile Detention Center Utilization Report

6 - Landfill:

A - November 2020 Waste Report; average of 59.41 tons of waste per day

7 – Fort Pickett Redevelopment Authority: nothing to report at this time

8 - Planning Commission Report: Assistant Administrator Prorise announces that, in addition to the public hearing on the Ordinance amendment for allowable sign size, the Planning Commission heard a recommendation from the Solar Farm Study Committee to ask the Board to consider joining a Consortium of largely rural Virginia counties that specializes in developing strategies for their Zoning Ordinance. He reports that the annual fee to join the Consortium is \$5,000.

Supervisor Bowen explains that the Planning Commission suggests only joining the Consortium for one year and evaluate its value versus worth. Assistant Administrator Prorise interjects that the Counties of Lunenburg, Mecklenburg, Charlotte, Appomattox, Halifax, Prince George, and Sussex have chosen to participate. Supervisor Bowen asks the Board, if nothing more, to maybe table the matter until January so they can think about it.

Assistant Administrator Prorise explains that representatives of the Company would be glad to come and make a presentation on all of the update General Assembly legislation concerning solar farms. Additionally he states that should the Board choose to join the Consortium that any such presentation be made during a joint meeting with Board and the Planning Commission.

Supervisor Roark asks should the Board table the matter and make a decision after the presentation. Assistant Administrator Prorise states that the Company would be a little less likely to come and make a presentation without some type of assurances that the County will be joining.

Assistant Administrator Prorise will add this to the agenda for the January regular meeting.

The Board revisits the following Business:

1 – CARES Funds – Municipal Utility Relief – Town of Blackstone

Supervisor Shekleton informs that she, along with Administrator Roark and Finance Director Katy Tomer met with Blackstone Town Manager Philip Vannoorbeeck and Finance Director Jennifer Hardy to review all the components of the Certification that outlined the requirements for the Fiscal Agent relationship and the use of funds. She states that all persons present signed an Acknowledgement of Understanding and Acceptance of Terms; including that all funds left unexpended December 30, 2020 will flow back to the County to be returned to the Commonwealth by January 29, 2021.

County Finance Director Katy Tomer announces that the funds have been received by the Treasurer and the Board will need to appropriate the funding and approve disbursement to the Town of Blackstone.

Supervisor Shekleton moves to appropriate the \$20,415.16 CARES Municipal Utility Relief Funds and write a check to the Town of Blackstone for the same amount. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The Board considers the following new business:

1 – Request from Angela R. Stewart, Director of Elections, requesting authorization to repurpose currently budgeted part-time funds, for the remainder of the fiscal year, to accommodate the need for a new full time position beginning January 01, 2021

Following a discussion by the Board, including comments from the audience by Nottoway County Electoral Board member Sonny Abbott, the Board chooses to table action on this matter and asks that Assistant Administrator Director Stewart be directed to attend the January regular meeting to explain her request.

2 – Letter – Commonwealth Regional Council – Todd Fortune, Deputy Director: Requesting confirmation that Nottoway intends to participate in the Regional Hazard Mitigation Plan Update and that a local appointment be made to serve on the Project Management Team; participation will require a local match of \$4,687.50 and this can be offset by a cash match or from in-kind staff time

Supervisor Bowen makes a motion to provide a letter of intent to participate with the Regional Hazard Mitigation Plan Update to the Commonwealth Regional Council and to appoint a staff member to the Project Management Team. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

3 – Letter – Doug Quarles, Land Use Manager, Luck Stone Corporation: Requesting confirmation that they can begin quarry operations on the newly acquired property, Tax Parcel 17-151, as an extension of their original permitted operations, and without requiring a special exception permit

Assistant Administrator Prosis explains that as long as the quarry operations are identical to what was originally permitted they may expand to the new property without any additional permitting required from the County.

Supervisor Bowen makes a motion to send Luck Stone Corporation a letter of confirmation that they are permitted to operate as previously approved by the Board, without need for additional permitting or approval from the County. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

4 – Email – David Carmichael, Operator – Nottoway Lane: Seeking the Board's direction it plans to head with the operations of the Bowling Alley; the current lease between Mr. Carmichael and the County expires December 31, 2020

Supervisor Shekleton asks for confirmation that the monthly lease rates began at \$5,000 and are currently at \$2,500; additionally she asks if Mr. Carmichael is current with the County or in arrears. Supervisor Bowen expresses his position that the County should get out of the retail business. Supervisor Roark suggests the Board not renewing the lease for six months and list the Business for sale. Vice Chairman Vaughn suggests giving Mr. Carmichael one more attempt to get the business successful again.

Madam Chair Simmons instructs Assistant County Administrator Prorise to contact Mr. Carmichael and offer a month-to-month extension on the current lease and ask for him to declare his intentions on what he plans to do moving forward. The Board expects will expect an update at the January regular meeting.

5 – Letter – Sheriff Robert L. Jones: Notification of plans to incorporate into his Office Operational Policy an addendum allowing three (3) sworn personnel to live outside on Nottoway County and allow them the ability to drive their patrol vehicles home under the stipulations outlined in the Policy; explains that he is hoping to provide greater ability to hire and sustain quality employees

Supervisor Roark makes a motion to approve Sheriff Jones request. The motion received a second from Vice Chairman Vaughn. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen expresses appreciation to Sheriff Jones for the recent articles in the local newspapers announcing his newly-implemented, annual recognition of employees.

Reports, requests, and recommendations of Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: nothing more to report at this time but expresses appreciation to the Board for their support during his first year in Office

3 – Ellen F. Myatt, Treasurer: provided her report earlier in the meeting

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: Asks the Board for authorization to repurpose current salary funding in the current Budget to adjust salaries of staff positions in efforts to maintain quality employees

Vice Chairman Vaughn moves to authorize Attorney Watrouss to repurpose the salary funding as presented to the Board. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Supervisor Bowen acknowledges the recurring theme from Constitutional Officers of having to get creative in efforts to hire and maintain quality staff; constant competition from adjoining localities/organizations is a recurring problem.

Madam Chair Simmons presents the CONSENT CALENDAR:

1 – Erroneous Assessment: Refund Aaron Hudgins \$79.48 for erroneous personal property assessments for tax years 2018, 2019 & 2020

2 – Erroneous Assessment: Refund Ms. Lena Mae Johnson \$6.60 for an erroneous late filing penalty for tax year 2020; the refund will be applied to her real estate taxes for 2021

3 – Budget Adjustment – Sheriff - \$5,185.50

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$5,185.50</u>
	VRSA Insurance Proceeds	<u>\$5,185.50</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$5,185.50</u>
		<u>\$5,185.50</u>

4 – Erroneous Assessment: Refund James R. Goin \$1,491.50 for an erroneous real estate assessment for tax year 2017; refund will be applied to supplements for 2017 and the balance applied to the 2018 real estate taxes on the same parcels

5 – Erroneous Assessment: Refund Mr. Jesse Martin, Jr. \$25.00 for an erroneous vehicle license fee for tax year 2020

6 – Donation - \$10.00 – to be transferred to Nottoway CARES group

Vice Chairman Vaughn makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

The following information items are provided:

1 – Letter – Virginia Department of Health Office of Drinking Water – Jeffrey S. Wells, PE, Field Director: providing Waterworks Operation Permit No. 5135175, with Operation Permit Conditions dated November 10, 2020 for Dollar General – Blackstone

2 – Notices – Dominion Energy: Application of Virginia Electric and Power Company for revision of rate adjustment clause: Rider BW, Brunswick County Power Station, for the Rate Year Commencing September 01, 2020 Case No. PUR-2020-00230, Application of Virginia Electric and Power Company for approval of its 2020 DSM Update pursuant to §56-585.1 A 5 of the Code of Virginia Case No. PUR-2020-00274, Petition of Virginia Electric and Power Company for approval of a rate adjustment clause, designated Rider RGGI, under §56-585.1 A 5 e of the Code of Virginia Case No. PUR-2020-00169, Petition of Virginia Electric and Power Company for approval of a rate adjustment clause, designated Rider RPS, Under §56-585.1 A 5 d of the Code of Virginia Case No PUR-2020-00170

3 – Abstract of Votes for the 2020 November General Election held on November 03, 2020 for President and Vice President, Member United States Senate, Member House of Representatives, Member Board of Supervisors – District 5, Mayor – Burkeville, Member Town Council – Burkeville, Member Town Council – Special – Crewe, Constitutional Amendment #1, Constitutional Amendment #2, Use of Town Funds to construct, repair, remodel, and/or improve the Harris Memorial Armory, Use of Town Funds on a New Community Center

4 – Commonwealth Regional Council November 2020 Items of Interest

5 – Letter – Virginia Department of Environmental Quality – Maria Mueller, Water Permit Writer: Notification of VPDES Permit No. VA0090131 Permit Reissuance, Tyson Farms, Inc. – Crewe Feed Mill

6 – Letter – Virginia Association of Counties (to The Honorable Ralph Northam, Governor of Virginia): Expressing appreciation for his partnership with local governments throughout the COVID-19 pandemic; urges future priorities should include Broadband, hold-harmless for enrollment-based K-12 funding, reinstatement of distribution of recordation tax revenues to localities, staffing standards for Constitutional officers and aid to localities with police departments, modernization of the communications sales and use tax (CSUT), assistance for local governments affected by shift of Title IV-E costs to Medicaid, State assistance with the costs of state-mandated property tax exemptions

7 – Minutes: minutes of the Piedmont Regional Juvenile Detention Center Commission meeting held on October 27, 2020

Administrator Roark presents the following correspondence:

1 - Building Inspector's Report: report period November 2020

2 - Animal Control Officer's (ACO) Report: report period November 2020

3 - Erosion and Sedimentation Report: no report provided

4 - Letter – Virginia Department of Environmental Quality – Sanjay Thirunagari, Manager, Recycling and Litter Programs, Division of Land Protection and Revitalization: Providing notification that Nottoway County has been awarded \$4,962.00 for litter prevention and recycling program activities.

Assistant Administrator Prosisie reminds the Board that the routine deep cleaning of the two Courtrooms that has been costing the County between \$1,500 and \$2,000 each month, and being paid for with Federal CARES Relief Act funds will now become a County expense.

Supervisor Bowen asks about the method being used for cleaning and disinfecting the buildings. Assistant Administrator Prosisie is unsure of the current cleaning methods. Commonwealth's Attorney Watrouss offers an answer to Supervisor Bowen's question.

Supervisor Shekleton provides an update on the Animal Shelter CARES Committee. She states that the Committee has received its non-profit status and has received over \$22,000 in donations/pledges. She adds that their fundraising campaign will kick off as soon as a design plan for the new Shelter is chosen and a cost is determined. Lastly she addresses comments made earlier in the meeting by citizen Sonny Abbott. She explains that one of the purposes of the meeting that she and Supervisor Bowen will have with the architect is to get assurances that the chosen Burkeville site will be suitable for the new Shelter. She acknowledges expressed concerns that the new architect will be duplicating the Phase I Study. The architect has agreed they can use aspects of the original Study but there are important elements of this project that were not a part of that Phase. One example of this is animal intake in relation to human population and also the recommendations for the necessary size of the facility will be decided during this phase.

Vice Chairman Vaughn expresses appreciation for Madam Chair Simmons for her efforts during the year and wishes everyone a Merry Christmas and a Happy New Year.

Supervisor Shekleton states that she promised an update on procurement and failed to get it added to the Agenda in time; she will make a report at the January regular meeting.

Supervisor Bowen acknowledges citizen Clarence Hawkes, who is in the audience, and his request to remove the Courthouse Statue from the County's website. He suggests the Board needs to look into this and asks for about the status of the update to the website.

Assistant Administrator Prosisie explains that the Office has compiled the format of what needs to be included in a request for proposals but explains the opportunity for a less expensive alternative that can still provide the change of theme; to include pictures, colors and fonts. He explains this can be done for less than \$1,000.00 and with the same Company, Blair Marketing.

December 17, 2020

It is the Boards consensus to continue with the complete re-branding of the County's website and advertise the request for proposals in the local newspapers and the Richmond Times Dispatch.

Supervisor Roark informs of the need for more time before presenting the final draft of the Personnel Policy update; there is additional work that needs to be done. He acknowledges the hard work of the Sheriff and Commonwealth Attorney and offers thanks the Board for their support this year. He acknowledges that he will continue to learn and educate himself.

Madam Chair Simmons first wishes everyone a Merry Christmas and a Happy New Year and then reads aloud a letter from County Administrator Roark. Mr. Roark announces both his plans to be on vacation beginning January 01, 2021 through March 31, 2021, and to retire his position as Nottoway County Administrator April 01, 2021.

Madam Chair Simmons announces the Board will hold its Organizational meeting on Monday, January 4, 2021, at 7:00 P.M. She adds that at this meeting the Board will go in closed session to discuss personnel needs for Nottoway County.

There being no further business to come before the Board, Supervisor Roark made a motion to adjourn the meeting. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S.W. Bowen	Yes
J.A. Roark	Yes
L.K. Shekleton	Yes
S. C. Vaughn	Yes
H. M. Simmons	Yes

Madam Chair Simmons adjourned the meeting at 8:16 P.M.

Helen M. Simmons Chair Katy J. Turner Clerk (Deputy)

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 17th DAY OF DECEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: HELEN SIMMONS, CHAIRMAN
SHERMAN VAUGHN, VICE CHAIRMAN
LYNN SHEKLETON
STEVE BOWEN
JOHN ROARK
RONALD E. ROARK, CLERK

AN ORDINANCE TO AUTHORIZE THE PAYMENT OF A ONE-TIME BONUS TO FULL-TIME AND REGULAR PART-TIME EMPLOYEES OF NOTTOWAY COUNTY.

WHEREAS, the governing body of the County, pursuant to the provisions of Section 15.2-1508 of the Code of Virginia 1950, as amended, may by ordinance provide for payment of monetary bonuses to its officers and employees; and

WHEREAS, the COVID-19 pandemic has imposed unsafe working conditions on our employees since March 2020.

NOW, THEREFORE, BE IT RESOLVED by the Nottoway County Board of Supervisors that a one-time bonus averaging from \$100 to \$1,000 for those employed July 1, 2020, is hereby authorized.

Done this 17th day of December by a vote of 5 for and 0 opposed.

BY:



Helen M. Simmons, Chairperson

Attest:

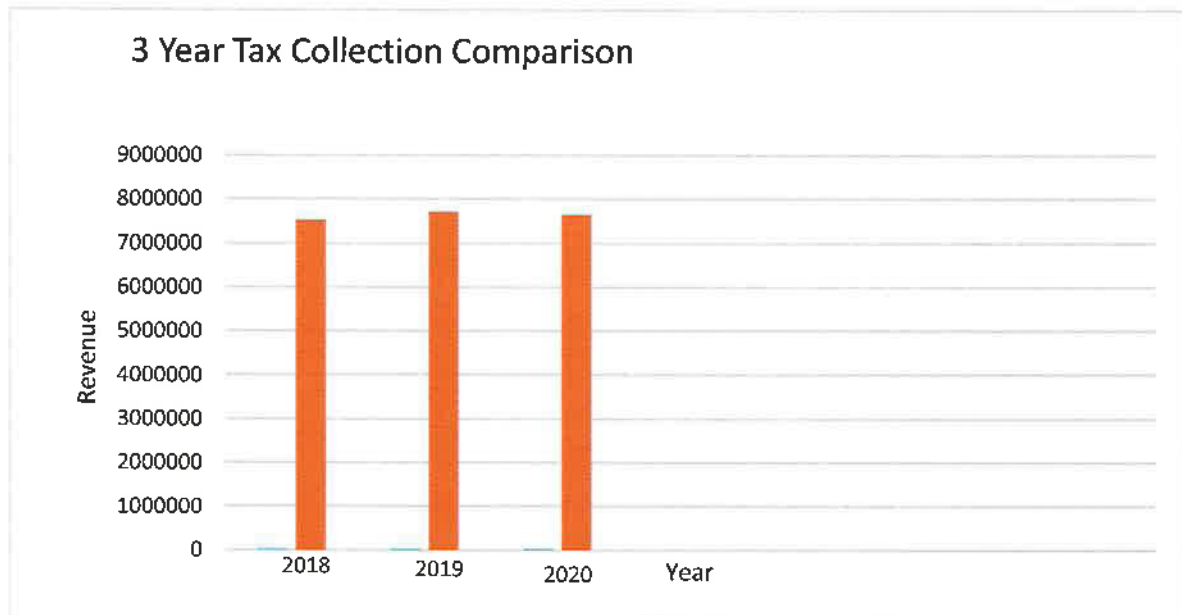


Ronald E. Roark, Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			NOVEMBER 30, 2020
BALANCE OCTOBER 30,2020			\$15,434,205.10
CURRENT LEVY	\$3,054,613.36		
DELINQUENT LEVY	\$26,949.35		
LAND REDEMPTION	\$4,333.96		
PENALTIES	\$3,026.09		
INTEREST ON DELINQUENT TAXES	\$6,542.99		
RECORDATION TAXES	\$7,917.63		
LOCAL SALES TAX	\$116,034.75		
BUSINESS/PROFESSIONAL LICENSES	\$195.85		
VEHICLE LICENSE FEES	\$56,084.30		
HOTEL & MOTEL ROOM TAX	\$67.30		
ADOPTION FEE	\$30.00		
DOG TAG SALES 2021	\$445.00		
LAND USE APPLICATION FEE	\$53.90		
TRANSFER FEES	\$53.20		
BUILDING PERMITS	\$5,447.75		
RENTAL INSPECTION FEE	\$300.00		
CONCEALED WEAPON PERMITS	\$855.00		
SEPTIC TANK PERMITS	\$90.00		
RESIDENTIAL EROSOIN & SEDIMENT CONT	\$525.00		
TURKEY SHOOT PERMIT	\$10.00		
CONDITIONAL USE PERMIT	\$300.00		
COURT FINES FORFEITURES	\$176.89		
LAW LIBRARY FEES	\$123.50		
COST OF COURT FEES	\$248.97		
COURTHOUSE SECURITY FEES	\$713.87		
JAIL ADMISSION FEES	\$50.00		
INTEREST ON BANK DEPOSITS	\$2,777.80		
RENT-GENERAL PROPERTY	\$1,602.50		
RENT/MAINTENANCE-SOCIAL SERVICES	\$5,243.21		
RENTAL-PICKETT PROERTY	\$11,806.88		
RENT-PICKETT PARK LODGE	\$18,235.12		
RENT-PICKETT OFFICER'S CLUB	\$986.25		
COMMONWEALTH'S ATTORNEY	\$60.51		
REFUNDS & RECOVERIES/WELFARE	\$15.00		
RECOVERIES ADVERTISING COST-DEL TAX	\$7,428.51		
RECOVERD/TAX AD 2010-14	\$1,021.65		
BIOSOLIDS FEE	\$4,962.00		
MISCELLANEOUS-UNDEFINED	\$165,722.61		
DNA FEE	\$16.56		
CREDIT CARD FEE	\$1,491.05		
DMV FEE	\$1,727.69		
MISCELLANEOUS/LIBRARY	\$296.09		
SBI RENT	\$451.54		
COMMONWEALTH PP REIMBURSEMENT	\$787,342.55		
MOPED ATV SALES TAX	\$1,209.42		
MOBILE HOME TITLING TAX	\$3,834.47		
GRANTORS TAX (TAX ON DEEDS)	\$2,203.29		
REIM: COMMONWEALTH'S ATTORNEY	\$18,949.65		
REIM: SHERIFF	\$73,134.98		
REIM: COMMISSIONER OF REVENUE	\$7,001.75		
REIM: TREASURER	\$7,135.70		
REIM: CLERK'S OFFICE	\$15,931.32		
PUBLIC ASSISTANCE GRANTS	\$118,353.27		
COMPREHENSIVE AT-RISK ACTT	\$115,099.02		
ADD BANK VOIDED CHECK	\$15.99		
			\$4,659,245.04
			\$20,093,450.14
DISBURSEMENT:			
WARRANT/CHECKS		\$834,442.37	
			\$834,442.37
BALANCE NOVEMBER 30, 2020			\$19,259,007.77
E911 SURCHARGE	\$469,119.43		

Year	Tax Revenue Collected
2018	\$7,524,497.11
2019	\$7,706,516.94
2020	\$7,638,470.50



OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P. O. BOX 85

NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT**NOVEMBER 30, 2020****BALANCE OCTOBER 30, 2020****\$14,891,794.71****MONEY MARKET ACCOUNT****\$9,001,163.43****CITIZENS BANK & TRUST****\$9,001,163.43****CERTIFICATES OF DEPOSIT****BENCHMARK COMMUNITY BANK****6/20/2021****1,000,000.00****BENCHMARK COMMUNITY BANK****6/3/2021****2,000,000.00****BENCHMARK COMMUNITY BANK****6/3/2021****1,500,000.00****CITIZENS BANK & TRUST****1/10/2021****1,500,000.00****CITIZENS BANK & TRUST****1/10/2021****100,000.00****CITIZENS BANK & TRUST****9/13/2021****1,293,633.88****7,393,633.88****BALANCE NOVEMBER 30, 2020****\$16,394,797.31****\$16,394,797.31**

OFFICE OF THE TREASURER

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TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

LRA FUND- SALE OF PROPERTY

NOVEMBER 30, 2020

CITIZENS BANK--PICKETT PARK CD

06/05/2021

\$5,228,188.29

BALANCE NOVEMBER 30, 2020

\$5,228,188.29

OFFICE OF THE TREASURER
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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

LANDFILL FUND REPORT:

NOVEMBER 30, 2020

BALANCE OCTOBER 30, 2020 -\$93,706.13

RECEIPTS:

COMMUNICATIONS TAX	\$16,293.55	
UTILITY TAX	\$14,101.39	
USE OF LANDFILL	\$19,784.75	
		<u>\$50,179.69</u>
		-\$43,526.44

DISBURSEMENTS:

WARRANTS/CHECKS	\$74,522.96	<u>\$74,522.96</u>
BALANCE NOVEMBER 30, 2020		-\$118,049.40

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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

NOVEMBER 30, 2020

TOWN OF BLACKSTONE	\$17,999.37
TOWN OF CREWE	\$13,863.59
TOWN OF BURKEVILLE	\$2,213.51
GENERAL FUND	<u>\$116,034.75</u>
	\$150,111.22

OFFICE OF THE TREASURER

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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

SCHOOL FUND REPORT

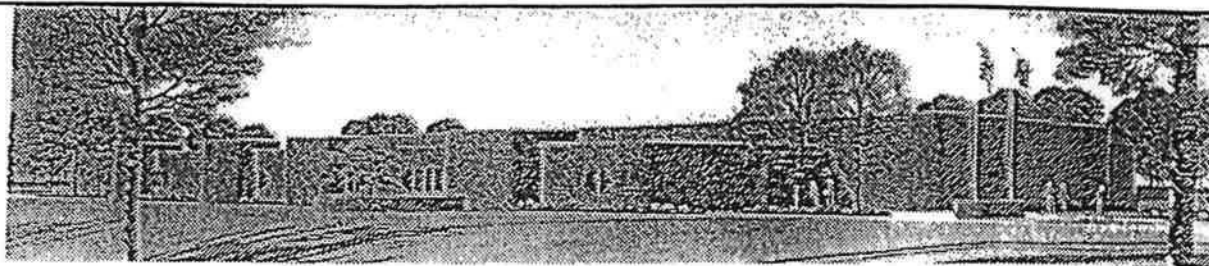
NOVEMBER 30, 2020

BALANCE OCTOBER 30, 2020		\$1,016,697.93
RECEIPTS:		
CASH RECEIVED	1,736,741.54	
		<u>\$1,736,741.54</u>
DISBURSEMENTS:		
OPERATING EXPENSES	\$656,532.36	
PAYROLL/ACH DEBIT	\$1,720,444.75	
		<u>\$2,376,977.11</u>
BALANCE NOVEMBER 30, 2020		\$376,462.36

CAFETERIA FUND REPORT:

BALANCE OCTOBER 30, 2020		\$449,347.15
RECEIPTS:		
CASH RECEIVED	\$99,965.71	
		<u>\$99,965.71</u>
DISBURSEMENTS:		
OPERATING EXPENSE	\$43,584.57	
PAYROLL/ACH	\$43,120.81	
		<u>\$86,705.38</u>
BALANCE NOVEMBER 30, 2020		\$462,607.48

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER



561-5081 or 645-7854

148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

NOVEMBER 30, 2020

BALANCE ON OCTOBER 30, 2020

\$814,952.93

RECEIPTS:

DEPOSITS

2,727.27

INTEREST

6.74

2,734.01

\$817,686.94

DISBURSEMENTS:

DEBIT MEMOS

11,229.97

ACH PAYROLL

19,303.71

WARRANTS/CHECKS

22,746.46

SERVICE CHARGES

21.14

53,301.28

BALANCE NOVEMBER 30, 2020

\$764,385.66

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27

January 04, 2021

AT AN ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON MONDAY, THE 04TH DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, ASSISTANT COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Supervisor Bowen asks the Board to allow Assistant County Administrator Prosise to act as Clerk for the Board at the night's meeting. The Board unanimously agrees.

Assistant Administrator Prosise called the meeting to order at 7:00 P.M.

Supervisor Steve Bowen provided the invocation. Assistant Administrator Prosise led everyone in the Pledge of Allegiance to our flag.

Assistant Administrator Prosise states the purpose of the meeting is to organize the Board for the Year 2021. He opens the floor for nominations for Board Chairman.

Supervisor Simmons nominates Supervisor Vaughn as Chairman; Supervisor Bowen offers a second to this nomination. Supervisor Bowen makes a motion to close the nomination for Chairman. The motion received a second from Supervisor Simmons. Following a roll call vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn offers praise to Supervisor Simmons for her efforts in 2020 as Board Chair and then opens the floor for nominations for Vice Chairman.

Supervisor Roark nominates Supervisor Shekleton as Vice-Chairman; Supervisor Simmons offers a second to this nomination. Supervisor Bowen makes a motion to close nominations for Vice-Chairman. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Assistant Administrator Prosise asks for authorization to advertise a public hearing on the possible sale of the Piedmont Park property for the January regular meeting. Supervisor Roark makes a motion authorizing this advertisement. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Assistant Administrator Prosisie informs of a request from Commonwealth's Attorney Leanne Watrouss relating to a leave policy for the Victim Witness Coordinator position in her Office.

Ms. Watrouss is in attendance and explains her request. This is a request for a lateral transfer of leave for an employee in her Office; the employee will be transitioning from a Compensation Board funded position to a County funded position. She adds that should this employee resign from the Victim Witness Coordinator position, any unused leave compensated for will only be leave earned as Coordinator.

Supervisor Roark makes a motion to approve the Transfer of Leave request as presented and authorize Assistant Administrator Prosisie to sign the document. The motion received a second from Vice Chairman Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Attorney Watrouss asks for acknowledgment that the Board has no issues with her continuing to manage the Victim Witness program. No one verbalizes any issues with this.

Chairman Vaughn opens the floor to any other business:

Supervisor Bowen expresses his desire to eliminate Committee appointments from the Board's Rules of Procedure. He provides an explanation of how this could prove more beneficial to the Board, County staff, and daily operations for the County. Additionally he suggests to hold as many work sessions as needed but only when needed.

Chairman Vaughn asks Supervisor Bowen if he would be willing to use the word suspend instead of eliminate.

Supervisor Simmons agrees with Supervisor Bowen and reiterates the fact that the Board Chair would still have the authority to designate any member to work with Staff on any matter. Vice Chair Shekleton agrees with Supervisor Bowen also and adds that she feels this is a more efficient approach.

Supervisor Roark says he sees some benefit to suspending the Committees but asks for clarification if the Board is obligated to take this action or compelled to do so.

Vice Chair Shekleton explains that she had done some research on the matter and has found scenarios where not having standing committees was the choice of some small/rural localities.

Supervisor Bowen makes a motion to amend the Board's Rules of Procedure to suspend Committee appointments. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

County staff will provide the Board with an updated copy of the Rules of Procedure.

Chairman Vaughn reiterates that the Board will hold work sessions when they are needed and will be scheduled accordingly. Additionally he asks that any Board requested additions to the meeting agenda be provided to the County Administrator's Office prior to completion of the Board package.

Assistant Administrator Prorise asks for flexibility on adding agenda items after the Board package has been prepared; specifically items that are deemed emergent or time sensitive.

Chairman Vaughn states that County Administrator Roark is the County's designated FOIA Officer; as a result he suggests appointing County staff member Andrea Kelly as the new designated FOIA Officer. Supervisor Roark makes a motion to appoint Andrea Kelly as the County's FOIA Officer. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Roark questions if the Board should approve any FOIA requests being sent to County Attorney Williams; in efforts to save taxpayer dollars. He suggests the Board let the FOIA Officer use her discretion and if she feels it necessary to seek assistance from Attorney Williams then get prior authorization from Chairman Vaughn or the Interim Administrator.

Chairman Vaughn entertains a motion to enter closed session. Supervisor Bowen makes a motion to enter closed session to discuss personnel specific to County Administration under Code of Virginia Section 2.2-3711 A 1 – Personnel; Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board enters closed session at 7:23 P.M.

The Board returns to open session at 8:52 P.M.

Assistant Administrator Prorise asks the Board to certify the closed session; an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The Certification carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

(SEE PAGE THRU PAGE
FOR CERTIFICATION OF
EXECUTIVE MEETING)

January 04, 2021

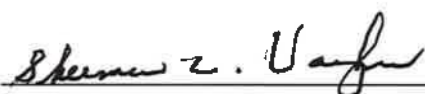
Supervisor Roark makes a motion to name Assistant County Administrator John Proise as Deputy County Administrator with full authority to make all necessary decisions and sign all documents, retroactive to January 01, 202 with a monthly stipend of \$3,500 through March 31, 2021. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no further business to come before the Board, Supervisor Bowen made a motion to adjourn the meeting. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Madam Chair Simmons adjourned the meeting at 8:54 P.M.

 Chair  Deputy Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

January 04, 2021

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 1 – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments of schools of public institutions or higher education where such evaluation will necessarily involve discussion of the performance of specific individuals

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

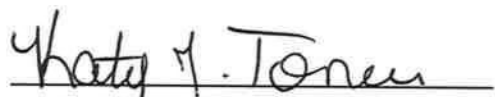
AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Deputy Clerk to the Board of Supervisors

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 21ST DAY OF JANUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, DEPUTY COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda.

Supervisor Roark informs that he would like to add 2.2-3711 A 1, the discussion of Personnel, to the closed session.

Supervisor Roark makes a motion to approve the Agenda. The motion received a second from Supervisor Bowen. Before a vote is taken, Vice Chair Shekleton asks to revise the closed session addition with the inclusions of Virginia Code Section 2.2-3711 A 8, consultation with legal counsel regarding personnel matters and procurement.

Following a voice vote, Supervisor Roark's motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton makes a motion to revise the closed session to include consultation with legal counsel (2.2-3711 A 8). The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the December 17, 2020 regular meeting and the January 04, 2021 work session were presented. Supervisor Roark moves to receive and adopt the December 17, 2020 and January 04, 2021 minutes as presented. The motion received a second from Supervisor Bowen. With a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks if there are any delegations wishing to speak;

Ronald Frisby: he shares his concerns about the lack of action from the Nottoway County Department of Social Services as it related to a personal situation. He expresses appreciation to Supervisor Roark for his efforts in helping resolve the matter.

Supervisor Bowen asks for clarification from Supervisor Roark, who is a sitting member of the Nottoway County Department of Social Services (DSS) Board; was this matter brought before his Board. Supervisor Roark explains that the next meeting of the DSS Board will be in February. He adds that what happened to Mr. Frisby was unfortunate.

Thomas Crews: reminds the Board of the unnecessary referendum scheduled to be on the ballot for November and continues to urge each of them to vocalize where they personally stand. Secondly he expresses a desperate need to promote COVID awareness. Lastly he reiterates the need for the Board to establish a committee on broadband.

Supervisor Bowen suggests that, while the Board could establish a committee, it will take a regional approach to be successful. He explains that the Commonwealth Regional Council is working on such an application method.

Supervisor Roark informs Mr. Crews that he has information related to COVID and will gladly share this with him.

Seth Maughan: Informs that his firm, SOLENESCO, has a solar farm application pending in the County (Dickerson Creek Project) and hopes they can be the County's pilot project. He adds that his firm is willing to offer any assistance, or an industry perspective, should the Board request.

Sue Yeatts: shares her concerns with the elimination of Committee appointments and the obvious fact that the subject matter had been discussed among some Board members prior to the night's meeting; she acknowledges Chairman Vaughn's efforts to replace the term eliminate with suspend. She asks what the Board's plan is to include the public in on the County's business; suggests this goes against Supervisor Roark's election platform for transparency. She urges that the citizens have reasons to be concerned and asks what steps the Board has taken to properly accept the resent retirement/resignation of County Administrator Roark.

Supervisor Bowen attempts to offer a reply in response to Mrs. Yeatts' comments. Following a spirited disagreement between the two parties, Chairman Vaughn makes it clear that the meeting would not be disrupted by citizens.

Sonny Abbott: Mr. Abbott asks for a few clarifications about the handling of County Administrator Ronnie Roark's recent retirement announcement and the process for moving forward. He also asks how the elimination of appointed Committees will be handled; will they be now led by one Board member. Lastly, Mr. Abbott asks if the Board is aware that there are petitions being circulated to remove three of the members from Office; will this impact how the business of the County will be handled.

The Board hears the following presentations:

1 - Robinson, Farmer, Cox Associates: Mr. Paul Lee presents to the Board the completed Nottoway County Audit for the fiscal year ending June 30, 2020. He acknowledges that even with the difficulties of completing a financial audit during the pandemic, there were no federal compliance issues nor material weaknesses to report. He states that the School's Title I issues reported in the FY19 audit were corrected. He reports that the County's fund balance dipped by about \$900,000 due to a loan to the Landfill fund from the General Fund but adds that the County's tax collection rate is still good at 98%.

Mr. Lee reports on the Federal CARES Relief Funds, these were not spent prior to June 30, 2020 so that funding was deferred until FY21; the FY20 ending Fund balance does not include any of the CARES Act funds. He informs of the expectations for the coming year that Federal compliance will zero in on these funds. Lastly he urges for compliance with the required economic interest statements that must be filed annually; he explains that members of the County's Industrial Development Authority haven't been submitting them as they should.

Supervisor Roark asks Auditor Lee if the Audit report is accurate in its declaration that there were no deficiencies found. Mr. Lee answers that is correct. Supervisor Bowen asks Auditor Lee if they found any County funds missing. Mr. Lee answers there are no missing funds.

2 – Madeline's House: Ms. Kandy Hayes, Domestic Violence Program Director provides the annual report for the Organization; she explains the services that the Program provides and states they now allow victims to bring their pets with them

3 – Resolution: Mr. Gregory Robertson asks the Board to consider adopting the Resolution he reads aloud to them; declaring Nottoway County a 1st Amendment Sanctuary and essentially asking them to disobey the Governor's order to limit public or social gatherings. Mr. Robertson reminds everyone that they all took an oath to uphold the Constitution.

Vice Chair Shekleton asks Mr. Robertson if Bedford County is the only locality that has chosen to adopt such a Resolution. He answers that yes this is correct but that they shouldn't be. Supervisor Shekleton acknowledged Bedford County who was recently advised by its legal counsel that it has no authority over the Governor's executive orders or the Constitutional Officers.

Supervisor Bowen exclaims that he will not order the Sheriff to do anything; he was elected for a reason. Supervisor Roark states that the Bill of Rights is one's god given rights as a citizen of the United States; and there are Courts for citizens to appeal to. He adds that this is a pandemic issue not a Constitutional issue; this is a political issue. He states that the Board Rules of Procedure say they are not to engage in conversations of a political matter.

The Board held the following public hearings:

1 – Special Exception Request: Request from David Amory, agent for Tillman Infrastructure, LLC to place a communications tower on property located off McCune Road in Blendon District. The property is zoned A-1 Agriculture and is owned by Shirley S. Daniel. This request is made pursuant to §2-1-4-11 of the Nottoway County Zoning Ordinance – Uses Permitted by Special Exception – Telecommunications Tower – freestanding

Chairman Vaughn asks if there is anyone present wishing to speak in favor of the Tillman tower request;

Lisa Murphy, a representative for Tillman Infrastructure, LLC, explains why the Tower request should be approved; she details the benefits to AT&T who has made a request for expanded coverage. She states that there no citizen objections to the tower, nor locality objections; only objections from the adjoining tower company.

Chairman Vaughn asks if there is anyone present wishing to speak against the Tillman tower request;

Ed Donahue, representative of the existing tower owner SBA, speaks to the fact that the new tower request has strictly a financial motive. He suggests of a plan from Tillman to put up these new towers near each existing tower so as to secure leases from one tower to the other. He explains that the original SBA tower was built to AT&T specifications with no indication that it wasn't sufficient.

Supervisor Bowen informs that the Planning Commission's recommendation, that was not unanimous, was weak support for the tower request. It is his wishes to table action on the request

Deputy Administrator Prorise will reach out to AT&T and seek additional information from them as it relates to their request to Tillman Infrastructures.

Supervisor Roark makes a motion to remand the cell tower request back to the planning commission. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Special Exception Request – Courthouse Estates Subdivision: Request to establish Courthouse Road Estates Subdivision; eight lots located off Route 625, East Courthouse Road, approximately one mile west of the Blackstone town limits in Blendon Magisterial District. The property owner and subdivider is Frank Carlo.

Chairman Vaughn asks if there is anyone present wishing to speak in favor of the Courthouse Road Estates Subdivision request; property owner Frank Carlo was present but does not wish to speak.

Chairman Vaughn asks if there is anyone present wishing to speak against the Courthouse Road Estates Subdivision; there is no one present wishing to speak but a letter has been submitted by adjoining landowners Joseph and Margaret Monahan expressing opposition; Supervisor Simmons reads the letter aloud.

Supervisor Bowen reports that the Planning Commission heard this request and recommend approval. Supervisor Bowen makes a motion to approve the Frank Carlo request to establish the eight lot Courthouse Road Estates Subdivision. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Sale of Public Land – Piedmont Park: 17.28+/- acres fronting on VA State Route 723 at Highway 460, Burkeville; sale to SAAD Development

Deputy Administrator Prorise states this is a public hearing to receive citizen comments of the sale of 17.28+/- acres of land fronting on VA State Route 723 at Highway 460 in Burkeville. He adds that this is the Piedmont Park property that was sold to the County from the Commonwealth of Virginia quite a few years ago.

Chairman Vaughn asks if there is anyone to speak for the Piedmont Park land sale.

Citizen Susan Yeatts states that while she is not familiar with the property, she has been involved in some talk about Piedmont land recently and would like some clarification on the history of this property.

Deputy Administrator Prorise explains that this property is part of a farm. That Piedmont Geriatric Hospital was a sanatorium back in the old days and that this particular property was part of that campus. He continues that they actually raised agricultural products on the property for the benefits of the patients there.

Chairman Vaughn asks if there is anyone to speak against the Piedmont Park land sale.

Citizen John Schutt, explaining that he is both a Burkeville resident and nearby property owner, states he isn't speaking against the sale only speaking to get more clarification. Mr. Schutt acknowledges the understanding that the seller is a developer and the planned use for the property is some type of distribution center. Mr. Schutt asks if the County will receive any tax benefit aside from placing the property back on the tax rolls. Mr. Schutt urges that the accepted per acre sale price suggests the property is pretty valuable. Mr. Schutt expresses concern for the traffic impacts on the already dangerous intersection of Route 723 & Highways 360 and 460. He adds that while there are planned improvements for the intersection, Virginia Department of Transportation representatives have acknowledged that these will not reduce the quantity of accidents only the severity. Lastly Mr. Schutt asks if this proposed development will have a positive financial impact for Burkeville; will it provide well-paying jobs. He asks if there are time sensitive restrictions and/or specific allowable uses included as part of the sale.

Citizen Sonny Abbott asks if the Virginia Department of Transportation had any input on the traffic safety impact of the proposed development. Chairman Vaughn states that this property has access from both Highway 360 and 460.

Supervisor Roark offers some clarification for Citizen Abbott. He explains that representatives from the Virginia Department of Transportation have stated that until something is there {development to the property}, they will not make any improvements. Deputy Administrator Prorise confirms this.

Deputy Administrator Prorise states that the Company that is proposing to purchase the property has done their due diligence, has done the investigation, and are obviously feel satisfied with what has to happen in order to develop the full property. He explains that the tenant being discussed, the Distribution Center, is just one of hopefully many other tenants they will be able to find for the property. He adds that they do already have one lined up.

Supervisor Roark asks can it be safe to say that the expectations of a WalmartTM distribution center is not what citizens will see on this property. Deputy Administrator Prorise answers no and adds that this is fairly small operation distribution center. He adds that this property has been in County hands for quite a long, long time; the County sent the property to a professional broker to try to sell it for us and they have had virtually no interest in the property. He also states that in most economic development situations, the first business that goes in makes it easier for the second business to go in.

Supervisor Roark informs Mr. Schutt that there is no water and sewer on the property. Deputy Administrator Prorise adds that the proposed purchaser is aware of this also.

Supervisor Bowen asks for confirmation that, if the property is sold, that any potential developer will have to go through the Virginia Department of Transportation to obtain required permits. Deputy Administrator Prorise answers with absolutely. He adds that as far as allowable uses for the property are concerned, this is no different than any other property; they are governed by what the Nottoway County Zoning Ordinance allows. He continues by stating that if a proposed use is not currently in the Zoning Ordinance, the Board has the option to amend it or not amend it for that use.

Chairman Vaughn asks if there is anyone else that would like to speak.

Town of Blackstone Mayor Billy Coleburn is in attendance and speaks from the audience. He acknowledges a County property sale a few years ago just outside of Blackstone {Nottoway Commons} and asks why the Burkeville property is more valuable than this one. Secondly he asks if there is a timetable for improvements or can the property just sit undeveloped.

Deputy Administrator Prosisie explains that the value difference between the two properties is that the Burkeville property is nearly 100% developable; the Blackstone property is not. He adds that Piedmont Park has excellent access from two major roads that see 12,000 to 13,000 vehicles per day, and has high visibility. He states the property has a potential to be developed in a very short period of time; with someone owning it that has every incentive to do so.

Mayor Coleburn again asks if there is a timetable for the purchaser. Deputy Administrator Prosisie answers no as far as the development is concerned. Mayor Coleburn rephrases his question; if the sale goes through tomorrow can the developer potentially just have it for investment purposes and not break ground on it. Deputy Administrator Prosisie explains that the County could not have made the deal if there had been any prohibitions against any timelines. He adds that the reason the Company looked at the property to begin with is because they had a tenant who wanted to be in that area with those two major highway transportation corridors.

Chairman Vaughn closes the public hearing on the sale of the land and asks the Board what was their pleasure on the sale.

Supervisor Bowen, acknowledging that the property is in his district and since being elected has had great expectations for getting this property developed, makes a motion to approve the sale of the 17.28+/- acres of public land, known as Piedmont Park, to SAAD Development. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board receives the following Department reports:

1 - Highway Department:

A – December 2020 Nottoway Area Headquarters Maintenance Report

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on January 15, 2021; minutes of a regular meeting of the Nottoway County School Board meeting held on December 10, 2020, minutes of a work session of the Nottoway County School Board held on December 14, 2020, minutes of Governance Training hosted by the Virginia School Boards Association held on January 09, 2021, Memorandum from Nottoway County Public Schools Superintendent Tameshia Grimes presenting the FY22 Budget considerations and requests

Deputy Administrator Prosisie informs that Superintendent Dr. Grimes has requested to hold a joint meeting between the School Board and the Board of Supervisors; sometime in either February or March. Chairman Vaughn requests that this meeting be scheduled in March.

3 - Health Department – Howard Nash, MD FCAP: 1-B Tier vaccinations being, they are requesting for citizens to call the Office and provide the necessary information to get put on the vaccination schedule

4 - Economic Development Committee: Deputy Administrator Prosisie announces there will be a meeting held on Thursday, January 28, 2021

5 - Regional Jail Authority Report & Juvenile Detention Center: October 2020 thru December 2020 Piedmont Regional Jail Authority Jurisdiction Report, December 2020 Piedmont Regional Jail Authority Transportation Report, Agenda for the Piedmont Regional Jail Authority Board meeting scheduled for January 20, 2021; Deputy Administrator Prosisie announces that Supervisor Roark, Chairman Vaughn and himself participated in the latest virtual meeting.

6 - Landfill:

A - December 2020 Waste Report; average of 52.66 tons of waste per day; January 2020 thru December 2020 Waste Report; average of 58.54 tons per day

B – December 2020 Daily Leachate Disposal Records

Deputy Administrator Prorise reports that due to the record wet year, Landfill staff has faced a constant struggle trying to maintain the leachate pond at acceptable levels. He suggests that at Budget time he will be presenting some estimates on a potential pond modification as well as for the purchase of a water truck. He adds that should the option of purchasing a truck be chosen, there is adequate Landfill staff to accommodate the hauling. This would allow the current expense of having Edmonds Waste Removal do the hauling significantly reduce if not be eliminated.

7 – Fort Pickett Redevelopment Authority: Deputy County Administrator Prorise reports that bids are currently being sought for water damage repairs to LRA Building 2361, Military Road

LRA Director John Hill has expressed concerns about potential snow removal at Pickett Park; suggests the Board consider either purchasing the necessary equipment for staff or look at contracted services

Planning Commission: Deputy Administrator Prorise informs that the Commission met to elect officers; re-electing Ben Perry as Chair and Kirby Woolfolk as Vice-Chair. Additionally, they held public hearings on the Tillman Tower and the Carlo Subdivision request.

The Board revisits the following Business:

1 – Request – Angela R. Stewart, Registrar: Registrar Stewart is requesting the Board's authorization to utilize current funding in her Budget to hire a new full-time position due to new requirements enforced by the State Board of Elections

Supervisor Bowen refers to a Virginia Code section provided by Registrar Stewart; asks if she works for the Department of Elections. Finance Director Tomer explains that the salaries for both the General Registrar and the Electoral Board are both set by the State Board of Elections but do not reimburse the locality at 100%.

Vice Chair Shekleton states that her understanding is that Registrar Stewart answers directly to the Electoral Board and that Board answers to the State Board of Elections. She suggests that the personnel request should go back to the Electoral Board for their approval, at which time the Board of Supervisors would entertain the request for the repurpose of the budgeted funds.

Chairman Vaughn acknowledges Electoral Board Member Sonny Abbott in efforts to obtain clarification; Mr. Abbott states that he cannot offer that clarification and there is another Electoral Board member present also; Sarah Allen.

Supervisor Roark asks if the matter can be tabled until the Electoral Board meets in February. He also states that he was ready to make a motion to deny the request and move on. Supervisor Bowen states that he would be willing to do the opposite; make a motion to approve it.

Electoral Board member Sarah Allen speaks up informs that Registrar Stewart can hire who she pleases but must follow procedures, and that she works at the pleasure of the Electoral Board.

Chairman Vaughn interjects that the Board will table Registrar Stewart's request until after the Electoral Board meets in February.

2 – Lease renewal – Nottoway Lanes: Finance Director Katy Tomer informs the Board that she has been in communications with Nottoway Lanes Operator David Carmichael and it is his desire to continue to operate the facility; if he can maintain the current lease terms and the lease is renewed for a minimum of two years.

Vice Chair Shekleton expresses hesitation to extend the current lease for such another two years; suggesting that while he expresses his willingness to continue operations he didn't provide any plans as to how he intends to do so. Additionally she asks for clarification on who owns the equipment in the building; Mr. Carmichael refers to his equipment in the correspondence. Lastly, she expresses her desire to have Mr. Carmichael provide a business plan for the proposed reopening.

Supervisor Roark expresses agreement with Vice Chair Shekleton's comments and adds that he feels the more appropriate thing to do is put the facility up for sale. He states this his understanding of the facility is that a new tenant should be able to walk in and open the facility with the County's existing equipment.

Supervisor Simmons explains that both she and Supervisor Bowen have met with Mr. Carmichael in the past and that he isn't always forthcoming with his words; it is hard to get a straight answer from him on his intentions. She suggests offering Mr. Carmichael a six-month lease extension. Supervisor Bowen disagrees with Supervisor Simmons, a six-month lease does not allow for maintaining quality staffing.

Supervisor Bowen states he would be willing to make a motion to approve a two-year lease extension. Vice Chair Shekleton makes a motion to offer Mr. Carmichael the option to extend the current lease for a maximum of 90 days to allow him time to provide the additional information the Board is requesting. The motion received a second by Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	No
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Solar Farms: Deputy Administrator Prorise reminds all that the Board heard the Planning Commission's recommendation to join a local government consortium of members with Advantus Strategies in order to help the County amend and improve its commercial solar farm article in its Zoning Ordinance. He provides the Board with some typical information that Advantus supplies its constituent members. The Board needs to make a decision to participate or not; the group is still interested in having the County join and have been sending Nottoway information as a good faith measure.

Vice Chair Shekleton informs of some information she obtained from another County that is already a member of the Coalition, along with the Counties of Lunenburg, Mecklenburg, Appomattox, Charlotte, Halifax, King and Queen, Sussex, Prince George and Richmond, and they have found it to be of great benefit and provides examples of how.

Supervisor Roark, after receiving confirmation that this Organization requires an annual renewal, makes a motion to join the Advantus Strategies Consortium and pay the dues for the first year. The motion received a second from Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy Administrator Prorise announces that he will set up a joint meeting with the Planning Commission and the Board of Supervisors and Advantus representatives.

4 – RRMM/Animal Shelter: Vice Chair Shekleton explains that she and Supervisor Bowen met with the architect and he has subsequently provided an engagement letter with a scope of work and a questionnaire for the County to complete that will collect a variety of information related to the current animal intake at the existing shelter. Deputy Administrator Prorise interjects that the County has provided all the information to RRMM that they have requested.

Vice Chair Shekleton offers responses to some questions previously asked by citizen Sonny Abbott. She states that Jack Boswell has offered to gift to the County a site in Burkeville and the Board has agreed to accept the gifted site providing there are no site engineering problems discovered in the future. She clarifies that the Boswell site contains approximately 2.25 acres and more is available if needed. She acknowledges concern that the chosen architect may be duplicating work that was performed in the initial study; the architect confirms that the original study does contain a great deal of useful information that will be referenced, however they plan to expand upon this information by gathering a variety of data that will be critical to right-sizing the new facility. RRMM plans to provide more detail and clarity to the existing study by working with the County to answer these critical questions. She adds that RRMM's current scope of work includes providing the County with a programming report, which will include an opinion on probable cost that will include site work soft costs and proposed contingencies; additionally their study will provide recommendations for the new site in terms of location, the service area, visibility, access, suitability, parking, and site size. The architect plans to provide a conceptual design, including size, based on a needs assessment developed from the information received from the County. From this conceptual design and their opinion of cost, the County will work with the architect in right-sizing the building; considering needs and budgetary constraints. The architect has noted, that from the original study, a 7700 square foot facility was recommended; RRMM does not believe this large size will be needed. She adds that the County and the architect are both cognizant of costs and other factors and believes RRMM is going about the project in the right way; they will be partnering with Shelter Planners of America.

5 – Employee Evaluations / Template: Supervisor Roark states he would like to move forward with employee evaluations beginning in March and to adopt the template that was previously provided to them.

Supervisor Roark makes a motion to allow the County Administrator to move forward with employee evaluations begin in March 2021 and recurring annually during the same month.

Supervisor Bowen suggests that March may prove problematic as it is in the middle of Budget time. Supervisor Shekleton adds that the approaching staff transition could prove problematic as well.

Supervisor Roark withdraws his first motion. He then makes a motion that prior to April 1st, Deputy Administrator Prorise will have the ability to complete all employee evaluations. Supervisor Simmons interjects that she thinks that's a bad time. Supervisor Roark explains that a large part of the purpose behind the evaluations is to assist with salary changes during budget time. Supervisor Bowen asks if the Board can just approve the employee evaluation template with no date on it.

Citizen Sonny Abbott speaks out from the audience reminding the Board there is a motion on the floor; it either needs a second or to be declared a dead motion. Supervisor Roark withdraws his second motion and then makes a new motion to approve the template to be used for the employee evaluations. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

6 – Procurement Policy Update: Vice Chair Shekleton explains that after discussion with County Staff, everyone agrees that rather than continuing with trying to update the County's current Procurement Manual and spending money and time to ensure it remains current and in compliance with State Code, it seems more feasible to just go with the State Code. She adds that staff has been looking into some training opportunities. She in turn makes a motion that the County begin to follow State procurement laws. The motion receives a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board considers the following new business:

1 – Emergency Services: Vice Chair Shekleton states that during discussions with Deputy Administrator Prorise about the Board and the County's overall preparedness to adequately participate and respond to major incidents or emergencies and about our current structure, he made the recommendation that the Board consider hiring a part-time Emergency Services Director or Coordinator. She explains that this position would stay actively trained, act as a liaison between the County emergency services agencies and the Board of Supervisors.

Vice Chair Shekleton asks Mr. Prorise to share what he suggests the job duties should be. He starts by saying that this position in no way would take any authority away from the emergency services agencies; it would simply provide a better method of communications between them and the Board. He states that some appropriate job duties for the part-time position may include attending the meetings of all the County's emergency services providers and report as needed to the Board and through the County Administrator, review and analyze the County's Emergency Operations Plan and Procedures (EOP) and make recommendations for revision, ensure that emergency operations procedures are understood by all participants in the EOP, develop and conduct emergency training activities, events and programs in conjunction with the County emergency service agencies, coordinate responses to both major natural and man-made disasters in the County, coordinate emergency notifications on the County's Code Red communication program, develop educational programs for County citizens to include information material, presentations, etc., and be on call for incidents involving hazardous materials and make appropriate contact with local and state Haz-Mat Teams.

Supervisor Roark asks Deputy Administrator Prorise if he has any estimated costs associated with the position. He answer that he does not, and the position is being initially proposed as part-time because there just isn't enough knowledge or known need to make it a full-time position. He adds that it would be up to the Board to do this; they would have to identify the number of hours per work the Director would work knowing that it would also be an on-call position. He explains that it would be preferable that candidates for the job possess experience either in professional or volunteer emergency service, if they have management experience in the same field, excellent written and verbal skills, and the ability to work with the public.

Supervisor Bowen shares information from a recent meeting with Burkeville Fire Chief John Schutt; due to a lack of manpower they have had to amend their mutual aid agreement with Crewe Fire Department to assist with brush fires, car fires, and structure fires.

Deputy Administrator Prorise will seek additional information for presentation to the Board at its next meeting.

2 – Resignation – Board of Zoning Appeals: Charles Simpson has resigned his position on the Board as he no longer is a resident of Nottoway County; County staff will be forwarding a request to the Judge for a new appointment and will forward a letter of appreciation to Mr. Simpson

The Board heard the following reports, requests, and recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: Introduces the two new School Resource Officers; Nottoway High School Officer Robert Sawyer and Nottoway Middle School Officer Nancy LeSueur

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth’s Attorney: announcing that the Supreme Court has approved the resumption of jury trials; she explains the modifications that will be made in the Courtrooms to accommodate Jury safety and video communication connections, additionally it will be required that the Courtroom be cleaned every two hours during the trials

Deputy Administrator Prorise provides the Board with pictures of both the General District Courtroom and the Juvenile & Domestic Relations Courtroom showing glass petitions installed by the County at the Judge’s request.

Chairman Vaughn presents the CONSENT CALENDAR:

1 – Budget Adjustment – Emergency Services - \$1,795.21

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$1,795.21</u>
	(Refund from NCES)	<u>\$1,795.21</u>

EXPENDITURES:

4-100-32030-7007	Emergency Services Training	<u>\$1,795.21</u>
		<u>\$1,795.21</u>

2 - Budget Adjustment – Sheriff - \$3,137.40

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$3,137.40</u>
	(VRSA Insurance Proceeds)	<u>\$3,137.40</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$3,137.40</u>
		<u>\$3,137.40</u>

3 – Budget Adjustment – Comprehensive At-Risk Act - \$9,289.81

REVENUES:

3-100-24010-0030	Comprehensive At-Risk Act	<u>\$9,289.81</u>
	(DSS Refund – I-VE related)	<u>\$9,289.81</u>

EXPENSES:

4-100-57070-0100	Mandated Services	<u>\$9,289.81</u>
		<u>\$9,289.81</u>

4 – Budget Adjustment – Task Force - \$1,532.42

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$1,532.42</u>
	(Dissolution of Task Force)	<u>\$1,532.42</u>

EXPENDITURES:

4-100-31020-7006	Task Force	<u>\$1,532.42</u>
		<u>\$1,532.42</u>

5 – Erroneous Assessment: Refund Mr. Terry Greer \$142.55 for an erroneous real estate assessment for tax year 2020

6 – Erroneous Assessment: Refund Daisy Esmeralda Vazques Gonzalez \$22.15 for an erroneous personal property assessment

7 – Erroneous Assessment: Refund Mr. Jason Collis \$92.53 for an erroneous personal property assessment for tax year 2019; the refund will be applied to his 2020 personal property taxes

Supervisor Roark makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy County Administrator Prorise presents the following information items:

1 – Resignation from Virginia Cooperative Extension Area Specialized Food Safety Agent Eric Bowen effective December 24, 2021

2 – Resignation from Mike Coleman, Office of the Secretary Veterans and Defense Affairs, Joint Land Use Study Facilitator

3 – Thank you Letter from First Lady of Virginia Pamela Northam for the holiday ornament the County sent to be placed on the tree in the Governor’s mansion; thank you letter from the County to Kenston Forest Art Teacher Allison Jones for preparing the ornament

4 – Thank you letter from Billy Coleburn, on behalf of the Courier-Record, for the CARES Relief Funds the business received

5 – Thank you letter from James Beverly, on behalf of Paris Inn Restaurant, for the CARES Relief Funds the business received

6 – Notice of application of Virginia Electric and Power Company for approval of an extension and modifications to special rates, term and conditions pursuant to §56-235.2 of the Code of Virginia Case No. PUR-2020-00271, Notice of petition of Virginia Electric and Power Company for approval of a rate adjustment clause, designated Rider RPS, under §56-585.1 A 5 d of the Code of Virginia Case No. PUR-2020-00170

7 – Commonwealth Regional Council December 2020 Items of Interest

8 – Notice from Blackstone Volunteer Fire Chief Dion Tomer of a mutual agreement between his Department and Dinwiddie County Fire & EMS for their response if an aerial truck is needed; Dinwiddie Chief Hale acknowledges their recent order for a new aerial at the cost of 1.2 million

9 – Sales Tax Receipts

10 – Correspondence from SolUnesco regarding their application to the County for a commercial solar farm project

11 – Minutes from the Nottoway County Public Library Board of Trustees meeting held on November 18, 2020 and December 16, 2020

12 – Information and Schedule for the Virginia Association of Counties 2021 Chairpersons’ Institute

13 – Letter – Dean A. Lynch, CAE, Executive Director – Virginia Association of Counties: Expressing concern with possible legislation being introduced this session that seeks to erode the longstanding doctrines of sovereign immunity and qualified immunity

14 – Correspondence from Peggy Figlar, President, Nottoway County Historical Association expressing concern that items belonging to the Association are missing from where they were being stored in the basement of the County Administrator’s Office; she is asking that this area be closed off to the public unless there is proper supervision until the Association can relocate them to an appropriate place to remain safe

15 – Registration information for a virtual training seminar for first-time Supervisors to be held on January 27, 2021

Assistant County Administrator Prosisie presents the following correspondence:

1 - Building Inspector’s Report: report period December 2020, Nottoway County Building Permit Information for 2020

2 - Animal Control Officer’s (ACO) Report: report period December 2020, Nottoway County Animal Control and Public Animal Shelter Report for 2020

3 – The annual January rabies clinic held at Blackstone Animal Clinic has been cancelled due to the pandemic; the situation will be reassessed each month and appointments can still be scheduled by calling the facility

4 - Erosion and Sedimentation Report: no report provided

5 – Board of Supervisor 2021 meeting schedule

6 – Chief Local Elected Officials (CLEO) appointment needs to be made from the Board of Supervisors; the first 2021 virtual meeting will be held on January 29. Supervisor Roark makes a motion to appoint Chairman Sherman Vaughn as the Board of Supervisors representative for CLEO. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

7 – Mold Report for one office located in the Department of Social Services; the stained ceiling tiles have been replaced, the roof repairs have been made and the carpet has been cleaned; after the first rain to ensure the leak has been repaired the insulation will be replaced in the ceiling; the employee has been relocated to another office until the mitigation is complete

8 – The Pickett Officer’s Club Security system is due for some system upgrades and LRA Director John Hill recommends these upgrades be completed. Supervisor Roark makes a motion to approve the system upgrades. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

9 – Web-Site rebranding: Deputy Administrator Prosisie announces that he has advertised for the County’s website redesign in the Richmond Times Dispatch; there have been between 12 and 15 respondents at this point. He states that submissions will be accepted for a while longer and when the deadline has expired he will bring them to the Board for their review

10 – Courthouse Complex Paint Bids: Deputy Administrator Prosisie informs that there were four bids received, ranging from \$19,000 to \$270,130; suggests this will be difficult to proceed with and asks the Board how they wish to proceed.

Supervisor Roark suggests reaching out to the low bidder and make sure they understood what they were bidding on. Vice Chair Shekleton asked if the bidders responded with a scope of work. Deputy Administrator Roark explains that they responded based on what they were told needed to be done. Supervisor Roark makes a motion to reject all the bids, prepare a proper scope of work explaining all the needs at the Nottoway County Courthouse and advertise for bids again and authorize Deputy Administrator Prosisie to work with Nottoway County Building Official Dean Lewis to prepare the Scope of Work. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

11 – School Choice Proclamation – request to recognize January 24 – 30, 2021 and School Choice Week: Vice Chair Shekleton states that she is not comfortable taking action without getting more information; Supervisor Roark suggests having County Attorney Preston Williams review the proclamation thereby allowing more time to gather information.

Superintendent of Schools Dr. Tameshia Grimes is in attendance and Chairman Vaughn asks her if she can offer any information; she stated she wasn’t aware of the request they were talking about but she would reach out to Deputy Administrator Prosisie about it.

12 – Statement of expenses from James W. Elliott, Attorney at Law relating to delinquent tax collections in the amount of \$2,057; Supervisor Roark makes a motion to approve the payment to Attorney Elliott. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

13 – Virginia Department of Emergency Management Health Equity Pilot Program: Nottoway County will be receiving 10,000 cloth masks and 10,000 bottles of hand sanitizer to be distributed to low income families, individuals with an increased health risk of contracting COVID-19 and communities of color. Deputy Administrator Prosisie acknowledges this program is a good thing but there is uncertainty about how the product will be distributed.

He states that should the Board choose to accept the allotment of masks and sanitizer the County will store the product until a plan can be established as to who will distribute. He will reach out to local civic groups and Churches and see who can help. Supervisor Roark move to approve receipt of the allotted masks and hand sanitizer and establish distribution after receipt. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

14 – Piedmont Geriatric Hospital Mutual Aid: Supervisor Roark makes a motion to sign the document as presented. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Abstain
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

15 – District 1 Housing: Deputy Administrator Prosis explains there are two recipients that have satisfied their payment obligations and the County Attorney needs to prepare the documents necessary to release the deed of trust. Supervisor Simmons makes a motion to authorize County Attorney Preston Williams to prepare the documents to release the deed of trust on the two District 1 houses. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

16 – Virginia Cooperative Extension request to hire an intern, repurposing the funds remaining following the resignation of Food Safety Agent Eric Bowen. Supervisor Roark makes a motion to approve the Extension request to hire an intern. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

17 – Local Government Day will be held virtually on Thursday, January 28, 2021; Supervisor Bowen has already registered

18 – Commonwealth Regional Council - Regional Hazard Mitigation Plan Update: the Board needs to appoint someone to serve on the project management team. Supervisor Simmons makes a motion to appoint Supervisor Bowen to the Regional Hazard Mitigation Plan Project Management Team. The motion receives a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy Administrator Prorise announces that Commonwealth Regional Council (CRC) will soon begin working on the County's Comprehensive Plan and are needing to know who the working committee will be. Mr. Prorise suggests one option is the Nottoway County Planning Commission team that worked over a year on the Plan. Supervisor Bowen makes a motion to refer this back to the Planning Commission to develop a comprehensive team to assist CRC. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

19 – Demolition of Knott House {former Registrar's Office}: Deputy Administrator Prorise announces that he has advertised for the demolition of the structure and have had quite a few express interest in the project and submit bids. He states the scope of work for the project is to demolish the structure, haul debris to the Nottoway County Landfill, fill in the basement, grade and seed the site and apply straw.

Supervisor Roark acknowledges there have been some questions about Nottoway County's procurement procedures, and further acknowledges that with the night's action to follow the State's Procurement Policy meant moving forward that all future bids would be opened in public. Deputy Administrator Prorise explains that all bids are opened in public; anyone is welcome to attend a bid opening that wishes to.

Supervisor Roark asks if the advertisement announces the details of the public opening. Deputy Administrator answers no and explains the normal policy for bid opening; bids will be open on stated day at the close of business at 5:00 PM. He adds that often times the bids are not opened until the morning of the next business day following the deadline. He suggests that if the Board would like to establish a new method; staff will certainly comply. Supervisor Roark suggests Staff change their current method to allow for public openings.

20 – Updated Nottoway County Board of Supervisors Rules of Procedure: Supervisor Roark makes a motion to adopt the updated Rules. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn opens the floor for a motion to go in to Closed Session.

Supervisor Simmons makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711 A 7; consultation with legal counsel pertaining to actual or probable litigation. Before a second was heard Vice Chair Shekleton reminded that the motion to enter had been amended earlier in the meeting. Supervisor Simmons withdraws her motion.

Vice Chair Shekleton makes a motion to enter closed session pursuant to Code of Virginia §2.2-3711 A 8; consultation with legal counsel regarding a personnel matter and procurement. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board enters closed session at 9:32 P.M.

The Board returns to open session at 10:30 P.M.

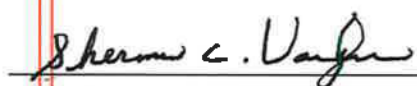
Deputy Administrator Prorise asks the Board to certify the closed session, an affirmative vote meaning that no other subject was discussed other than that allowed under the above code sections. The motion carried as follows with a roll call vote:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton makes a motion to accept County Administrator Ronald E. Roark's retirement, effective April 01, 2021, until this time he will remain an employee of Nottoway County and serve at the pleasure of the Board. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 10:35 PM.



Chairman



Deputy Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

January 21, 2021

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 8 Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

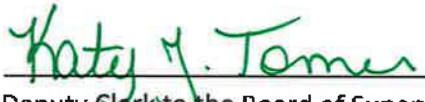
AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Deputy Clerk to the Board of Supervisors

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			DECEMBER 31, 2020
BALANCE NOVEMBER 30, 2020			\$ 19,259,007.77
CURRENT LEVY		2,427,218.12	
DELINQUENT LEVY		35,398.00	
LAND REDEMPTION		2,758.39	
PENALTIES		14,261.32	
INTEREST ON DELINQUENT TAXES		7,569.08	
RECORDATION TAXES		7,985.98	
BUSINESS/PROFESSIONAL LICENSES		172.51	
DMV RELEASE FEES		1,303.34	
VEHICLE LICENSE FEES		68,418.33	
DOG TAG SALES		335.00	
CREDIT CARD USE FEES		4,375.09	
TRANSFER FEE		44.10	
BUILDING PERMITS		6,127.91	
CONCEALED WEAPONS PERMIT		617.50	
BOARDING DOG FEE		85.00	
DOG PICK UP FEE		75.00	
DONATIONS/ACO		10.00	
HOTEL & MOTEL ROOM TAX		76.72	
DANGEROUS DOG FEE		85.00	
RENTAL INSPECTION FEES		50.00	
RESIDENTIAL EROSION & SEDIMENT		300.00	
EROSION & SEDIMENT CONTROL		690.00	
LAW LIBRARY FEES		93.20	
COSTS OF COURT FEES		205.26	
COURTHOUSE SECURITY FEE		618.55	
JAIL ADMISSION FEE		75.00	
COMMONWEALTH'S ATTORNEY		63.88	
DNA FEES		365.00	
SEPTIC TANK PERMITS		30.00	
INTEREST ON BANK DEPOSITS		2,030.41	
RENT-GENERAL PROPERTY		1,602.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		13,220.06	
RENT--PICKETT PARK LODGE		20,708.29	
RENT-PICKETT OFFICERS CLUB--REFUND		-350.00	
SBI RENT		1,115.54	
LRA MISCELLANEOUS		936.66	
RECOVERED ADVERTISING COSTS ON DEL. TAXES		3,197.14	
MISCELLANEOUS UNDEFINED		5,141.64	
MISCELLANEOUS LIBRARY		581.30	
GRANTOR'S TAX		1,843.71	
LOCAL SALES TAX		119,227.96	
MOPED/ATV SALES TAX		780.47	
GAMES OF SKILL TAX		5,328.00	
REIMB: COMMONWEALTH ATTORNEY		18,949.65	
REIMB: SHERIFF		73,134.98	
REIMB: COMMISSIONER OF REVENUE		7,001.75	
REIMB: TREASURER		7,135.70	
REIMB: CLERK		16,543.00	
REIMB: VCBR		52,705.44	
E911 SURCHARGE		12,507.04	
COMPREHENSIVE AT RISK		9,552.37	
PUBLIC ASSISTANCE GRANT		106,721.90	
VJCCCS GRANT		4,850.00	
MUNICIPAL UTILITY RELIEF--TOB		20,415.16	
LANDFILL ACCOUNT		44,299.52	
ADD BACK VOID CHECKS/RETURNED ACH		1,116.96	3,134,947.64
			\$22,393,955.41
DISBURSEMENTS:			
WARRANTS/CHECKS	1,503,676.37		
SCHOOL FUND	204,247.44		\$1,707,923.81
BALANCE DECEMBER 31, 2020			\$20,686,031.60
	E911 SURCHARGE	\$464,116.96	

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

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BALANCE DECEMBER 31, 2020			\$20,686,031.60
E911 SURCHARGE		\$464,116.96	

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT		DECEMBER 31, 2020	
BALANCE NOVEMBER 30, 2020		\$16,394,797.31	
MONEY MARKET ACCOUNT		\$10,004,085.78	
	CITIZENS BANK & TRUST	\$10,004,085.78	
CERTIFICATES OF DEPOSIT			
	BENCHMARK COMMUNITY BANK	6/20/2021	\$1,000,000.00
	BENCHMARK COMMUNITY BANK	6/3/2021	\$2,000,000.00
	BENCHMARK COMMUNITY BANK	6/3/2021	\$1,500,000.00
	CITIZENS BANK & TRUST	1/10/2021	\$1,500,000.00
	CITIZENS BANK & TRUST	1/10/2021	\$100,000.00
	CITIZENS BANK & TRUST	9/13/2021	<u>\$1,293,633.88</u>
			<u>\$7,393,633.88</u>
BALANCE DECEMBER 31, 2020		\$17,397,719.66	\$17,397,719.66

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NOTTOWAY COUNTY

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ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

LANDFILL FUND REPORT:

DECEMBER 31, 2020

BALANCE NOVEMBER 30, 2020

-\$118,049.40

RECEIPTS:

COMMUNICATIONS TAX

\$16,296.69

UTILITY TAX

\$14,222.07

USE OF LANDFILL

\$19,656.54

\$50,175.30

-\$67,874.10

DISBURSEMENTS:

WARRANTS/CHECKS

\$85,150.45

TRANSFER TO GENERAL FUND

\$44,299.52

\$129,449.97

BALANCE DECEMBER 31, 2020

(\$197,324.07)

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LRA FUND – SALE OF PROPERTY		DECEMBER 31,2020	
CITIZENS BANK – PICKETT PARK CD	06/2021	\$5,228,188.29	
BALANCE DECEMBER 31, 2020		\$5,228,188.29	

OFFICE OF THE TREASURER
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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

DECEMBER 31,2020

TOWN OF BLACKSTONE	\$18,494.70
TOWN OF CREWE	\$14,245.10
TOWN OF BURKEVILLE	\$2,274.43
GENERAL FUND	<u>\$119,227.96</u>
	\$154,242.19

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

SCHOOL FUND REPORT

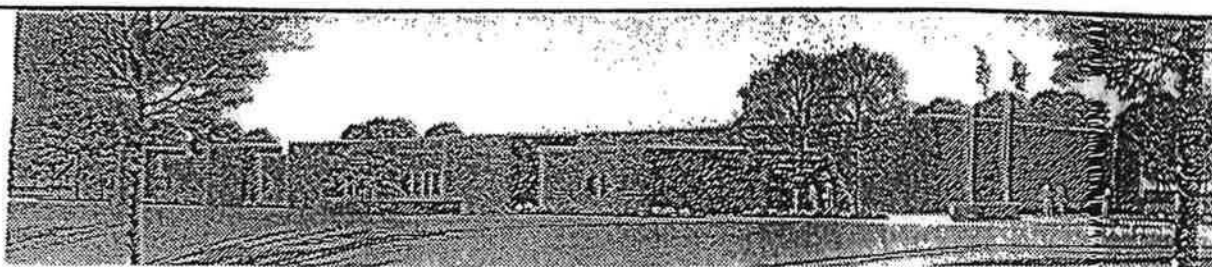
DECEMBER 31, 2020

BALANCE NOVEMBER 30, 2020			\$376,462.36
RECEIPTS:			
	CASH RECEIVED	\$1,546,146.62	
	TRANSFER FROM GN. FUND	\$204,247.44	
	ADD BACK VOIDED CHECK	\$17.90	
		\$1,750,411.96	
			<u>\$1,750,411.96</u>
DISBURSEMENTS:			
	OPERATING EXPENSES	\$342,450.03	
	PAYROLL/ACH DEBIT	\$1,784,424.29	
			<u>\$2,126,874.32</u>
BALANCE DECEMBER 31, 2020			\$0.00

CAFETERIA FUND REPORT:

BALANCE NOVEMBER 30, 2020			\$462,607.48
RECEIPTS:			
	CASH RECEIVED	\$54,112.47	
			<u>\$54,112.47</u>
			\$516,719.95
DISBURSEMENTS:			
	OPERATING EXPENSE	\$32,878.12	
	PAYROLL/ACH	\$41,800.29	
			<u>\$74,678.41</u>
BALANCE DECEMBER 31, 2020			\$442,041.54

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER



561-5081 or 645-7854

148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

DECEMBER 31, 2020

BALANCE ON NOVEMBER 30, 2020

\$764,385.66

RECEIPTS:

DEPOSITS	152,243.41	
WIRE	5,309.95	
INTEREST	7.15	157,560.51
		<u>\$921,946.17</u>

DISBURSEMENTS:

DEBIT MEMOS	12,463.70	
ACH PAYROLL	26,214.64	
WARRANTS/CHECKS	20,020.84	
SERVICE CHARGES	29.19	
		<u>58,728.37</u>

BALANCE DECEMBER 31, 2020

\$863,217.80

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 25TH DAY OF FEBRUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, DEPUTY COUNTY ADMINISTRATOR
KATY J. TOMER, FINANCE DIRECTOR
VIVIAN SEAY GILES, LEGAL COUNSEL

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided by Supervisor Bowen. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn reads a statement regarding a five-minute or less conversation held by members of the Nottoway County Board of Supervisors following a recent Economic Development meeting. He states that conversation was not previously requested or intended to involve the transaction of public business. It was to be personal in nature and, if it was felt to have constituted a meeting, it is believed the subject matter would have been appropriate for a closed meeting. The Board apologizes if on this occasion it misinterpreted the requirements of the Virginia Freedom of Information Act. The Board strives to conduct the County's business in accordance with the Virginia Freedom of Information Act, and with ever-increasing complexities of FOIA, it has requested that Counsel provide and continue to provide additional information, training, and guidance to the Board.

Chairman Vaughn then addresses the matter of civility and its implementation in meetings this year. In order to conduct the business of the County's citizens, there must be order. During "Delegations from the Public", citizens are invited to address the Board – not the audience. The following rules will apply:

- The three-minute time limit will be strictly enforced.
- The input of citizens during the public comment period, and ONLY during the public comment period, likewise will be strictly enforced.
- Any person disrupting the meeting in any way, including, but not limited to, yelling from the audience or otherwise speaking when either not properly addressing the Board during the public comment period or not having been recognized by the chairman to address the Board, will be removed from the meeting.
- Points of order and points of privilege are appropriate only for members of the Board and may not be yelled out like it was at the January meeting by a citizen.

Supervisor Roark would like a point of order. He remarks that at the organization meeting there was no discussion on reducing the citizens time limits and believes the five-minute rule should be kept.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Roark would like to add a statement and motions to the agenda. Supervisor Roark then proceeds with another point of order. He asks if the County has hired Vivian Giles to work for the County.

Supervisor Bowen says he is confused on Supervisor Roark's amendment to the Agenda. Supervisor Roark answers that it was his statement and motions regarding the Ice Storm. Chairman Vaughn says there has been no second to the amendment, therefore the motion dies.

Supervisor Roark continues with his point of order: Has the County hired Vivian Giles as their attorney? Chairman Vaughn says no, but the County can use her as needed, that our County Attorney is Mr. Williams.

Chairman Vaughn calls for a motion to approve the minutes. Supervisor Simmons moves to approve the minutes. The motion receives a second from Supervisor Bowen. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn calls for the presentations on the Ice Storm. Supervisor Roark interjects that the Agenda has not been approved. Supervisor Simmons moves to approve the Agenda with the Ice Report. Vice Chair Shekleton provides a second. Supervisor Roark restates his request to add his statement and motions to the Agenda. Chairman Vaughn reminds him that he did not receive a second and so his items cannot be added. Following a voice vote to approve the Agenda, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	No
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn calls Mr. Mark Stone, VDEM Chief Regional Coordinator, Region 2, to present his report on the Ice Storm. Mr. Stone was asked by the Region 1 Coordinator to aid Nottoway on the initial phase of the Ice Storm. When he arrived, he was briefed by Mr. Prosise, and they began to assess for priorities and possible gaps. He comes from a resource-rich community and knew there would be challenges with lack of resources, that this was a huge event. While only here for the first two days, he could detect staff wanted to do the right thing, protect the citizens, and get back on track. When he left, the County was in a better position organizationally; staff was doing a fantastic job in spite of any challenges.

Supervisor Bowen asks for a show of hands in the courtroom of those who worked the EOC while not having electricity at home and thanks them for doing so.

Supervisor Roark addresses Mr. Stone regarding statistics of how many citizens were cold, hungry, or displaced because shelters were not opened sooner. Mr. Stone has no data for that but, while it could have been many, needs were increasingly met as the County moved forward.

Chairman calls Lee Williams, Virginia Department of Emergency Management, for his presentation and then thanks Mr. Stone for all the help he provided. Mr. Williams, native of Nottoway, commends the staff from the County and three towns for their excellent effort during the Ice Storm. He proceeds to give an overview of the work done during the Ice Storm.

The Ice Storm hit February 13 and initial reports indicated 90% of Nottoway residents were without electricity. Three warming stations were opened on February 14. Landfill and Convenience Centers were opened, dumping fees waived, and a generator was obtained so the Landfill could operate at a normal rate. Also, Burkeville was provided assistance in obtaining a generator for their sewage system. Chairman Vaughn declared a countywide State of Emergency February 13, 2021, and the EOC was opened per the County's EOP. Water and meals were distributed through Social Services. Shelters were open with Covid guidelines and having law enforcement and EMS on hand. Sheriff Jones worked with Fire and EMS in each town. The dispatch center averages 40 calls in a typical 24 hour period; the highest call volume reached 177 with a total of 686 across the storm period. Volunteer departments provided 900 man hours of staffing; this calculates, at a FEMA rate, to a savings of \$25,000. Radio tower sites had generators go down and generators were purchased so that radio communication was not interrupted. The EOC monitored utility and internet restoration as well as evaluated town water and sewage systems. Logan Presley worked diligently as Public Information Officer to get information out. Mayor Miskovic filled the safety role. Kirby Woolfolk did an excellent job developing daily Incident Action Plans. Gary Easter and Landfill staff provided great service to the County. Katy Tomer did an outstanding job in finances; one aspect was tracking expenses to

submit for possible reimbursement. Before Mr. Williams, Mr. Woolfolk, and the Southwest Virginia Incident Management Team left, a written transition plan was provided to staff.

Supervisor Bowen asks if Mr. Williams recommended a full critique for the Board to be better prepared in the future. Chairman Vaughn suggests this be covered at a worksession. Supervisor Roark inquires about citizens suffering, but Mr. Williams has no further statistics on that. Mr. Williams informs Supervisor Bowen that an After Action Report is planned and will be provided later.

Chairman Vaughn calls Mr. Kirby Woolfolk who commends Mr. Williams for the thorough job and has nothing further to add.

Chairman Vaughn calls on Bernetta Watkins, Nottoway County Social Services. Mrs. Watkins reports to the Board on some of the logistics in opening the warming stations including assessing the situation in light of safety for traveling staff and citizens. Shelters would need medical support, police protection, and food which is why a decision was made to initially open only as warming stations. Shelters are opened in conjunction with the Red Cross, so she considered their advice as well when making decisions. Covid was also a concern in opening shelters. She sought the best way to serve the community while ensuring safety for all involved.

Supervisor Roark commends Ms. Watkins for all the effort in getting the shelters open. He is proud of her and her team.

Chairman Vaughn recognizes Mr. Miskovic and Sheriff Jones for working closely with staff in the EOC.

Darrell Garber: Carried a few items to the Landfill which generated a \$1.26 bill. He believes the bill cost the County more than it received.

Abbi Messer: States the County was not prepared for the Ice Storm and does not understand why it took so long to open a shelter. She reminds the Board that the EOP is not updated and would like the County to be more proactive. She also comments that Supervisor Roark was elected to represent his constituents and should be allowed to speak.

Supervisor Bowen states that Supervisors have a time to speak appointed towards the end of the meeting. Supervisor Roark replies that the last three meetings skipped over the time typically allotted for that.

William Clarke: The only good thing from this storm is that it showed how Nottoway citizens care for each other. There is no "I" in Nottoway County, and he encourages the Board to work together for the County.

Pauleen Coleman, District 3, Crewe: Speaks to the lack of action for the community and asks: Does the County have an emergency plan so citizens do not have to suffer before shelters are opened? Does County have FB page where information can be posted? Will the County be doing anything to help with food replacement? She publicly thanks Supervisor Roark and Mayor Billy Coleburn for keeping citizens informed and encourages the Board to work together for Nottoway citizens.

Thomas Crews: His thoughts go out to Blackstone Police with covid and those without power. He asks the Board to follow the suggestions of the Mayor of Crewe found in the Courier Record: follow recommendations of Administrator Prorise to include funding in the next fiscal year budget to assist with emergency management/services and also the Mayor's recommendation to centralize the mass communication system. He found CodeRed very useful and would like the County to model its mass communication system after the University of Virginia's system.

Danielle Pinto: Speaks to the failure of the County to inform citizens of what was happening and when electrical service would be restored. She addressed the issue of the warming station closing at 4 p.m. leaving citizens to return to a cold house for the coldest hours of the day. A lack of communication failed the citizens.

Andrea Kelly: Would like the Board to recognize Administrator John Prosise for his dedication in working long hours in the EOC and for his positive attitude throughout. While others criticized the County during the Ice Storm, he was working the event from beginning to end. She believes he deserves commendation.

Chairman Vaughn moves forward with the Agenda. With no public hearings, he calls on Doug Stanley for a presentation on the Sandy River Project.

Supervisor Roark asks about an e-mail to be read. Supervisor Bowen confirms that letter. Supervisors Simmons states she will be reading it.

Doug Stanley, Prince Edward County: The proposed Sandy River water project will facilitate economic development along the 360/460 corridor. He believes it is cheaper to complete a larger project now than to downscale now and try to expand it later. He is asking for a resolution granting support and consent to Prince Edward County's proposal to explore the concept of a mutually beneficial public water system.

Joe Hines, Timmons Group: Speaks to the Sandy River project. Dam is approximately 5 miles from Nottoway County. It will benefit economic development, be a supplemental source for Crewe, Burkeville, and Blackstone, and reduce reliance on the Fort Pickett reservoir. With the length of time a reservoir takes from concept to reality, residents will likely not see another reservoir built in this area in their lifetimes.

Justin Curtis: Reviews the proposed draft resolution provided to the Board for their consideration. The resolution expresses support for Prince Edward to approach the towns and some of the facilities and grants consent to enter into an agreement in a regional water system, assuming there are willing partners in Nottoway.

Chairman Vaughn asks Mr. Curtis the deadline to know if we choose to sign resolution. Curtis says the consent piece, which is the legal piece, does not have to be completed until shovels are in the ground. The resolution is a practical matter which asks in advance to negotiate agreements and resolve uncertainties at the beginning of the process.

Chairman Vaughn calls on Spike Zumbro, Burkeville. Mr. Zumbro reports that Burkeville is on well water. One well is down which leaves only 6. He believes the Sandy River project is an opportunity for Crewe, Pickett, FASTC to have water. He would like to recognize Brian Weltch who worked 100+ hours a week, using his own vehicle, moving a generator every 3 hours during the Ice Storm to keep Burkeville running during the Ice Storm.

Chairman calls on Mayor Miskovic. The Town of Crewe has great concerns regarding Prince Edward's resolution as proposed. Approximately 63% of Crewe's water revenue comes from the sale of water to its three surrounding state facilities. If the Board passes the resolution as proposed, Prince Edward will have authority to enter into agreements with those 3 state facilities to sell water directly to the state, bypassing Crewe entirely. The Town of Crewe is open to discussing options but needs time to look at the data. He requests the Board table the resolution until they have an opportunity to meet with partners, assess all relevant data, and determine what is best.

Supervisor Simmons spoke with several Town of Crewe council members who desire to have this issue tabled. She agrees and would like to see the issue tabled until able to do further research. Supervisor Simmons makes a motion to table the resolution.

Supervisor Roark provides a second to the motion to table after reading a statement asking that the Town of Crewe, his constituents, and he have opportunity to study the issue. Chairman Vaughn says the issue will be discussed at the March 9, 2021, worksession. Following a voice vote the motion carries as follows:

S. W. Bowen	Abstain
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Mr. Stanley returns to the podium to again thank the Board for hearing the matter tonight. His focus is to know whether to include Nottoway in their models during the planning process as they prepare to submit for a permit in the next few months.

Mayor Billy Coleburn addresses the Board and hopes that the Town of Blackstone will have a seat at the table during the worksession discussions. Lines cost money to run. He would like to know how votes and profits will be split.

Sean Davis, Crewe Town Council Member addresses the Board: There is a resolution and planning that has obviously been happening without the Town of Crewe, Nottoway Board of Supervisors, nor the Town of Blackstone. He does not know what is best for the Town of Crewe until he hears more.

The Board receives the following Department Reports:

1 - Highway Department: no report provided

2 - School Board - Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on February 10, 2021; minutes of a regular meeting of the Nottoway County School Board held on January 14, 2021; minutes of a work session of the Nottoway County School Board meeting held on January 27, 2021.

3 - Health Department - Lee H. Cox, Business Manager: Provides the annual agreement for funding and services. Vice Chair Shekleton asks if there was any change in the amount of funding. John Prosis is not aware of any change. Supervisor Bowen makes a motion to approve. Vice Chair Shekleton provides a second. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

John Prosis adds that Dr. Nash of the Piedmont Health District Office has retired.

4 - Economic Development Committee: will not meet this month

5 - Piedmont Regional Jail Authority: no report provided

6 - Solid Waste: January 2021 Nottoway County Sanitary Landfill waste report; average of 56.11 tons of waste per day received. January 2021 Leachate Disposal Record; 910,000 gallons hauled.

Administrator Prosis informs the Board that, per Gary Easter, the landfill has not seen a large increase in solid waste as a result of the Ice Storm.

7 - Fort Pickett Redevelopment Authority: Staff received no bids for the repairs from water damage to Building 2361. The County did receive some insurance money. Roark mentions the State procurement procedure. There was a brief discussion on the next steps in the state procurement procedure if the County receives no bids. Supervisor Bowen makes a motion to give Administrator Prosis authority to move forward with this repair project. Supervisor Simmons provides a second. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

8 - Planning Commission: did not meet in February

9 - Building Inspection/Erosion & Sediment Control: January 2021 report; 20 permits issued plus one rental inspection completed for \$3,694.31 in permit fees plus \$50 in rental inspection fees and \$748,790.00 in construction value.

Philip Moore, Erosion & Sediment Control Specialist, has resigned. Dean Lewis, Code Official, has passed his combined administrator exam. Administrator Prorise suggests passing the duties of Erosion & Sediment to Mr. Lewis. Supervisor Roark makes a motion that Mr. Lewis assume the duties of Erosion & Sediment. The motion receives a second from Supervisor Bowen. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

10 - Animal Control: January 2021 report; 80 animal control calls.

The Board revisits the following unfinished business:

1 - Nottoway Lanes: Administrator Prorise informs the Board that David Carmichael would like to renew the existing lease for 2 years. Supervisor Bowen provides the Board with information from discussions he and Chairman Vaughn had with Mr. Carmichael earlier in the month. Mr. Carmichael owns items still in the County's building. He will need to restock food, has half the amount of lanes due to Covid restrictions, and economic development has not boomed in that area, but he has been optimistic that he can still open. Supervisor Bowen makes a motion to sign the lease and allow Mr. Carmichael to open.

Vice Chair Shekleton asks if there are protective provisions in the lease to protect the County if Mr. Carmichael stops operating and does not make payments. Supervisor Bowen adds that Mr. Carmichael also asked for provisions in case the County wants to end the lease early and suggests we have an attorney review it to ensure the provisions are included for both parties. Supervisor Bowen then amends his motion to have it reviewed and make sure provisions are included.

Vivian Giles addresses the Board, informing them that if this lease is expired, there must be a public hearing to lease this property. She recommends the Board schedule the hearing and allow itself time to review the draft, but they must approve an actual document.

Supervisor Bowen withdraws his original motion. He makes a new motion to have the contract reviewed and updated, have a public hearing, and then sign the lease if the Board approves it. Supervisor Simmons provides a second.

Administrator Prorise asks for clarification: should Mr. Williams review the lease and present it before moving forward with a public hearing? Vivian Giles addresses the Board to inform them that if they schedule a public hearing and review the lease as the process is happening, they may still amend the terms of the lease at the public hearing.

Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Animal Shelter - Vice Chair Shekleton reports on February 10, 2021, there was a meeting with architects from RRMM and Shelter Planners of America. The site being gifted by Jack Boswell seems an excellent site with opportunity for future expansion. They were cautioned that only a geotechnical drill can ensure construction without engineering intervention. Discussions on cost now would be premature. Supervisor Bowen adds there was great input from others in attendance and CARES Committee Member Ms. Orr-Elzay remarked about the good selection in RRMM.

3 - Library Board Appointment - Supervisor Roark would like to appoint Amy Cliborne. Supervisor Bowen provides a second. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Website Rebranding - Administrator Prosisre informs the Board there were 7 submissions for the rebranding proposal. The staff will be compiling a package with information from each for the Board's review at the worksession.

The Board considers the following new business:

1 - Committees: Supervisor Bowen speaks to this being budget season and some citizens have inquired about being invited to all budget discussions with staff. His motion to suspend standing committees, which allows all Board members to discuss a proposed budget at the same time, received criticism for lack of transparency. Also, a letter in a recent Courier Record suggested Supervisor Roark was fighting an uphill battle against the other Board members which would result in 4-1 votes. Supervisor Bowen says he is not here to go against Supervisor Roark and provides the following data. From January 2, 2020 through November 19, 2020, there were 193 votes. Supervisor Roark was absent for two votes and was the lone dissenter on only five votes.

Supervisor Bowen then makes a motion that all committees, including all standing committees, all committees appointed at any time in the past by the Board of Supervisors or by a then Chairman of the Board of Supervisors be dissolved immediately such that there are to be no committees appointed by or operating under the authority of the Board of Supervisors of Nottoway County, Virginia effective immediately. Vice Chair Shekleton provides a second. Supervisor Bowen asks for this to be a roll call vote, and Chairman Vaughn conducts the roll call vote with the motion passing 4-1 as follows:

S. W. Bowen	Yes
J. A. Roark	No
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Jury Trials: Jury trials are scheduled to resume. They will be held in the General District Courtroom and observers will watch by video in the Circuit Courtroom. Both courtrooms are to be cleaned every two hours at County expense to comply with Judge Cella's instructions.

3 - Blackstone Fire Department: Chief Tomer is requesting supplemental funding in the event that a grant is approved for a new aerial device. The difference between the grant and the actual cost ranges between \$300,000 and \$700,000. Chairman Vaughn says he has discussed this topic with each Board member, and the Board does not feel the County can bear this expense at this time. The Board is willing to consider this during upcoming budget discussions.

Supervisor Bowen says budget time is upon us and all 3 fire departments are struggling, Nottoway Emergency Squad as well. They all have legitimate problems and questions they are bringing to the Board for help. Let the Board not discourage them.

Mayor Coleburn is writing a letter to FEMA, Spanberger, and others explaining Blackstone is the agency responsible for FASTC and the hotel at VUMAC for FASTC. He would appreciate the Board co-signing.

4 - Industrial Development Authority: Staff received a resignation letter from Mr. Bill Wilkerson, Jr. Administrator Prosisre indicates that the Board should consider making an appointment to this Board at the next meeting, if possible.

Reports, requests, and recommendations of Constitutional Officers:

- 1 - Jane L. Brown, Clerk: not in attendance
- 2 - Robert L. Jones, Sheriff: nothing to report
- 3 - Ellen F. Myatt, Treasurer: not in attendance
- 4 - Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 - Leanne Watrous, Commonwealth's Attorney: The Virginia Supreme Court passed down guidance regarding cleaning courtrooms, and Judge Cella referenced that when he submitted his plans for approval. Multiple plans were submitted, and the plan that outlined cleaning every two hours was the one approved. The first jury trial is tentatively set for April 13, 2021.

Chairman Vaughn presents the CONSENT CALENDAR:

1 - Refund - Samuel Smith - \$44.55: Commissioner of the Revenue asks that Samuel Smith be refunded \$44.55 for an overpayment on a business license that is now no longer in business.

2 - Refund/Credit - Dora West - \$50.22: Commissioner of the Revenue asks that \$50.22 be credited to the personal property taxes of Dora West after she paid taxes for a vehicle she had sold the previous year.

3 - Budget Adjustment - Vendor Refund for Overpayment - \$70.80:

REVENUES:

3-100-18990-0050	Miscellaneous - Undefined	<u>\$70.80</u>
	Vendor refund for overpayment	<u>\$70.80</u>

EXPENDITURES:

4-100-21020-3004	Repairs & Maintenance (GDC)	<u>\$70.80</u>
		<u>\$70.80</u>

Supervisor Roark moves to approve the Consent Calendar. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The following information items are presented:

1 - Registrar: Two e-mails were presented. The first e-mail addresses the issue of being understaffed. The second e-mail speaks to the 2020 election law book being outdated as new laws went into effect on July 1, 2020.

2 - Commonwealth Connect - Bringing Broadband to your Community: A Complete Guide for Virginia's Local Leaders

3 - Virginia Association of Counties - Jeffrey C. McKay, President: Appointment of Supervisor Steve Bowen as Chair to the 2021 Reapportionment Operations Committee; Appointment of Supervisor Helen Simmons to the 2021 Health & Human Resources Steering Committee; Chairman Sherman Vaughn to the 2021 Finance Steering Committee; February 1, 2021 letter from Dean A. Lynch, VACo Executive Director, to Chairwoman Janet D. Howell, Senate Finance and Appropriations Committee; February 4, 2021 letter from Dean A. Lynch, VACo Executive Director, to Chairwoman Janet D. Howell, Senate Committee on Finance and Appropriations and Chairman Luke E. Torian, House Committee on Appropriations.

4 - Office of the Governor - Press Release: Virginia Enacts First-in-the-Nation Permanent COVID-19 Workplace Safety and Health Standards Amid Pandemic

5 - Nottoway County Public Library Board of Trustees meeting report; minutes of the meeting held on February 17, 2021

6 - Citizen Letters: Jeff Boothby, R.F., Woodsmen Forestry, PLLC - commendation of Susan Tucker for great customer service in providing GIS data; Nancy - commendation of Kim Lindberg for exceptional service on a recent Animal Control issue.

Administrator Prorise presents a list of Courthouse Complex repairs that need to be completed prior to issuing another RFP for painting. Supervisor Simmons moves to give authority to Administrator Prorise to have the repairs done. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Prorise presents the Tentative Budget Schedule. Vice Chair Shekleton seeks confirmation on the date of the workshop. Administrator Prorise confirms that March 8th is the date for departments to have their requests heard; March 9th as the evening workshop. Supervisor Simmons moves to approve the schedule. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Prorise presents information from the Commonwealth Regional Council regarding redistricting. The County should be receiving Census information in the next six weeks, and the CRC has software to help the County with the redistricting process as in the past. Also, the CRC January 2021 Items of Interest was presented in the Board package.

The Commonwealth Regional Council is asking for a letter of support for added funding from the State. Vice Chair Shekleton moves to provide a letter of support. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Prorise seeks confirmation on the scheduling of a Tuesday, March 9, 2021 workshop. Discussion follows on what will be covered at the workshop.

Supervisor Simmons moves that the Sandy River issue be held at a later date as a joint meeting with the Towns. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Prorise informs the Board that, regarding the McCune Road cell tower, an AT&T representative can be at the March 16th Planning Commission meeting. In addition, there

is the possibility an Advantus representative attending on the 16th to present the solar issue. He asks the Board if it is willing to hold a joint meeting with the Planning Commission to hear these presentations since both issues concern both groups.

Supervisor Simmons moves to hold a joint meeting with the Planning Commission on March 16, 2021. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Prorise informs the Board that the Landfill's International Roll Off Truck, that had been advertised for sale by sealed bid, did not receive any bids. He then asks the Board how it would like to proceed. Discussion follows on how to receive the most revenue for it. The consensus of the Board is to take the truck to the recycler in Kenbridge.

Administrator Prorise reports that the County received 10,000 face masks and 10,000 hand sanitizers through the Virginia Department of Emergency Management. Many of these have been distributed to citizens through the Convenience Centers as well as through churches and civic organizations.

Supervisor Simmons reads a letter from Christopher Page of Sixth Street, Blackstone, Virginia. The letter provides details of Mr. Page's personal experience at the beginning of the Ice Storm. The shelters were not open, so he made the decision for his family to spend the night in their car. Next morning, he arrived at the EOC to talk to County officials and was told he could have paid for a room when Nottoway normally has only a few rooms. The letter calls for John Prorise's resignation because, as Administrator, he had no adequate emergency shelter plan in place.

Supervisor Roark reads his own prewritten statement presenting a lack of statistics regarding displaced citizens and goes on to provide statistics he witnessed for volunteer aid during the Ice Storm. He then calls for the resignation of the Deputy County Administrator. He also asks the Board to appropriate \$200 per household to replace any perishable goods lost during the power outage. He calls for the Board to lift the suspension of committees. He calls for the title of Emergency Services Coordinator to be removed from the County Administrator and remove the title of Emergency Services Manager from the Chairman; the Manager position could be selected at each year's organizational meeting. The Emergency Operations Plan needs to be updated and should include pandemics. He asks that Nottoway County declare a state of emergency each time the Virginia Governor does. He would like to remove the stipend from the Deputy County Administrator. He then presents a series of motions.

Supervisor Roark moves that the Nottoway County Board of Supervisors form a plan in conjunction with the Department of Social Services to provide up to \$200 per household, one time, to replace all refrigerated and frozen foods lost in the Ice Storm and for the County to add this cost into the County's other costs associated with said Ice Storm for reimbursement from the State. This will include those who do not currently get assistance through Social Services, and it must be applied for.

Motion dies for lack of a second.

Supervisor Roark moves that the Nottoway County Board of Supervisors no longer have committees suspended and for the Chairman to assign Supervisors to the Committees as soon as possible.

Motion dies for lack of a second.

Supervisor Roark moves that the Nottoway County Board of Supervisors remove the title of Emergency Services Coordinator from the County Administrator and the Deputy County Administrator and to immediately form a job description for an Emergency Services Coordinator and, upon completion of said description, put out an advertisement for a paid position to the public for hire.

Supervisor Bowen asks for a point of clarification. He suggests Administrator Prorise, as the one who has been recommending the Board consider an Emergency Services Coordinator position, would agree with this idea. However, suppose Nottoway County should have a storm tomorrow, to pass that motion would put Nottoway County in jeopardy.

Supervisor Simmons asks for a point of clarification. When she was Chair last year, there were talks about getting people, to include firefighters, Dr. Hall, etc., in place in case of an emergency. She instructed the County Administrator to install a generator to ensure the County Administrator's office stayed running in an emergency. Also, a generator was to be kept in running order at the EOC. These items were discussed when she was Chair, but they did not take place.

Motion dies for lack of a second.

Supervisor Roark moves that the Nottoway County Board of Supervisors hold a worksession next week to take corrective measures on the County's Emergency Operations Plan so as to better serve its citizens.

Supervisor Bowen agrees with the need to review the Ice Storm event. He would like a critique while it is still fresh. Vice Chair Shekleton asks if it would be better to wait for a final report from the state before setting a time for a worksession. Chairman Vaughn says it would be premature to do this before the final report comes.

Supervisor Roark moves that the Nottoway County Board of Supervisors vote to approve that should any state of emergency be declared by the Governor of Virginia and the area of said state of emergency encompasses Nottoway County, then Nottoway County is to follow suit and declare a local state of emergency so as to better prepare to serve its citizens during said state of emergency.

The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Roark moves that the Nottoway County Board of Supervisors remove the stipend previously approved by the Board for the Deputy County Administrator. Speaking to this motion, he has personally requested a search for time-sensitive information and was told by the Deputy County Administrator that it was probably on the County Administrator's desk, but that he was not going to go through the items on his desk because Ronald Roark was still the County Administrator. Simply put, if he will not perform the task of the Administrator, then we should not give \$10,500 of the tax payer's money to someone who is refusing to do the task expected of him.

Supervisor Bowen warns the Board that this is close to personnel issues.

The motion dies for lack of a second.

Supervisor Roark moves that the Nottoway County Board of Supervisors immediately begin the process to search for the County's next County Administrator. Speaking to the motion, it should immediately put out an RFP for consultant firms to assist with the process. Once the RFP has been concluded, it should hire a consultant firm to properly outline the County's needs for its next County Administrator because no one on this Board has experience in hiring a County Administrator. Furthermore, the Board should ask the consultant firm to vet the candidates and provide this Board with the top 5 candidates.

The motion dies for lack of a second.

February 25, 2021

Supervisor Roark admits to being bitter because he believes the citizens suffered, and it appears some do not want to hear from the citizens. Chairman Vaughn addresses Supervisor Roark saying information presented at the beginning of the meeting indicated the County did things in a timely manner. Chairman Vaughn adds that a lot of misinformation went out, including via Facebook, and it didn't come from the EOC.

Supervisor Roark says the old house was torn down, and he does not remember the bids coming before the Board for approval. Chairman Vaughn asks Administrator Prosise to furnish that information to the Supervisors. Administrator Prosise says the low bid won, as has been the usual practice.

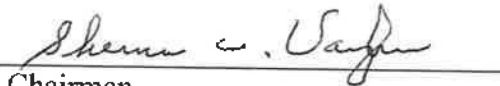
Supervisor Bowen would like to recognize the local businesses that helped during the Ice Storm, like A&J's and Mitchell's.

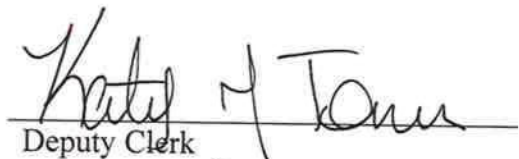
Chairman Vaughn will recommend Administrator Prosise make a list to be published in both newspapers. Bowen agrees that is wonderful and is something not done as yet, to just say thank you. Supervisor Simmons also thanks the community as it really stepped up and helped people.

Both Supervisor Bowen and Supervisor Simmons thank Chairman Vaughn for his dedication in the EOC. Both went in to lend a hand and relieve Chairman Vaughn, but Chairman Vaughn informed them that he would stay as it was the job he was elected to.

Chairman Vaughn asks for a motion to adjourn. Supervisor Bowen makes a motion to adjourn.

Adjournment at 9:46 PM


Chairman


Deputy Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			JANUARY 29, 2021
BALANCE DECEMBER 31, 2020			\$ 20,686,031.60
CURRENT LEVY		106,379.71	
DELINQUENT LEVY		29,483.92	
LAND REDEMPTION		127.41	
PENALTIES		10,757.14	
INTEREST ON DELINQUENT TAXES		5,522.46	
VEHICLE LICENSE FEES		7,895.08	
RECORDATION TAXES		5,676.38	
BUSINESS/PROFESSIONAL LICENSES		8,295.43	
CREDIT CARD USE FEES		758.16	
DOG TAG SALES		1,065.00	
HOTEL/MOTEL LODGING TAX		104.84	
CONDITIONAL USE PERMIT		300.00	
TRANSFER FEE		42.30	
BUILDING PERMITS		3,699.64	
CONCEALED WEAPONS PERMIT		1,971.25	
DMV RELEASE FEES		1,646.66	
DOG ADOPTION FEES		10.00	
RESIDENTIAL EROSION & SEDIMENT		225.00	
SEPTIC TANK PERMITS		150.00	
LAW LIBRARY FEES		98.60	
COSTS OF COURT FEES		274.86	
COURTHOUSE SECURITY FEE		1,129.81	
JAIL ADMISSION FEE		184.91	
COMMONWEALTH'S ATTORNEY		96.14	
INTEREST ON BANK DEPOSITS		27,626.70	
RENT-GENERAL PROPERTY		1,602.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		12,270.91	
RENT-PICKETT PARK LODGE		17,387.00	
RENT-PICKETT OFFICERS CLUB		650.00	
SBI RENT		530.92	
REFUNDS & RECOVERIES/WELFARE		718.00	
MOPED/ATV SALES TAX		1,569.32	
RECOVERD ADVERTISING COSTS ON DEL. TAXES		830.20	
MISCELLANEOUS UNDEFINED		16,085.51	
DNA FEE		57.00	
GAMES OF SKILL TAX		4,896.00	
MISCELLANEOUS LIBRARY		161.20	
GRANTOR'S TAX		1,332.37	
LOCAL SALES TAX		115,886.74	
REIMB: COMMONWEALTH ATTORNEY		18,949.65	
REIMB: SHERIFF		80,406.37	
REIMB: COMMISSIONER OF REVENUE		7,001.75	
REIMB: TREASURER		7,135.70	
REIMB: CLERK		14,979.12	
VJCCCS GRANT		4,850.00	
PUBLIC ASSISTANCE GRANTS		117,864.25	
LIBRARY GRANTS		16,230.25	
COMPREHENSIVE AT-RISK		73,011.38	
ADD BACK VOID CHECKS		8,114.49	741,285.24
			\$21,427,316.84
DISBURSEMENTS:			
WARRANTS/CHECKS	917,862.90		
SCHOOL FUND	179,188.95		
REFUND ACCOUNT	1,869.81		\$1,098,921.66
BALANCE JANUARY 29, 2021			\$20,328,395.18
		E911 SURCHARGE \$468,523.02	

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

INVESTMENT REPORT

JANUARY 29, 2021

BALANCE DECEMBER 31, 2020 \$17,397,719.66

MONEY MARKET ACCOUNT \$10,007,181.71

CITIZENS BANK & TRUST \$10,007,181.71

CERTIFICATES OF DEPOSIT

BENCHMARK COMMUNITY BANK 6/20/2021 1,000,000.00

BENCHMARK COMMUNITY BANK 6/3/2021 2,000,000.00

BENCHMARK COMMUNITY BANK 6/3/2021 1,500,000.00

CITIZENS BANK & TRUST 1/10/2022 1,500,000.00

CITIZENS BANK & TRUST 1/10/2022 100,000.00

CITIZENS BANK & TRUST 9/13/2021 1,293,633.88 7,393,633.88

BALANCE JANUARY 29, 2021 \$17,400,815.59 \$17,400,815.59

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TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

JANUARY 29, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2021	\$5,228,188.29	
BALANCE JANUARY 29, 2021			\$5,228,188.29

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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

LANDFILL FUND REPORT:		JANUARY 29, 2021
BALANCE DECEMBER 29, 2020		-\$197,324.07
RECEIPTS:		
COMMUNICATIONS TAX	\$15,515.59	
UTILITY TAX	\$11,159.46	
USE OF LANDFILL	\$59,089.72	
		<u>\$85,764.77</u>
		-\$111,559.30
DISBURSEMENTS:		
WARRANTS/CHECKS	\$76,407.51	<u>\$76,407.51</u>
BALANCE JANUARY 29, 2021		(\$187,966.81)

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

LOCAL SALES TAX DISTRIBUTION

JANUARY 29, 2021

TOWN OF BLACKSTONE	\$17,976.41
TOWN OF CREWE	\$13,845.90
TOWN OF BURKEVILLE	\$2,210.69
GENERAL FUND	<u>\$115,886.74</u>
	\$149,919.74

OFFICE OF THE TREASURER

NOTTOWAY COUNTY

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ELLEN F. MYATT, TREASURER



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MARGARET B. SPRINGSTON, DEPUTY

EMILY C. PERKINS, DEPUTY

SCHOOL FUND REPORT:

JANUARY 29, 2021

BALANCE DECEMBER 31, 2020

\$0.00

RECEIPTS:

CASH RECEIVED

\$1,680,978.46

TRANSFER FROM GF

\$179,188.95

1,860,167.41

\$1,860,167.41

DISBURSEMENTS:

OPERATING EXPENSES

\$405,398.37

PAYROLL/ACH DEBIT

\$1,454,769.04

\$1,860,167.41

BALANCE JANUARY 29, 2021

\$0.00

CAFETERIA FUND REPORT:

JANUARY 29, 2021

BALANCE DECEMBER 31, 2020

\$442,041.54

RECEIPTS:

CASH RECEIVED

\$39,763.26

\$39,763.26

\$481,804.80

DISBURSEMENTS:

OPERATING EXPENSE

15,136.09

PAYROLL/ACH DEBIT

40,903.44

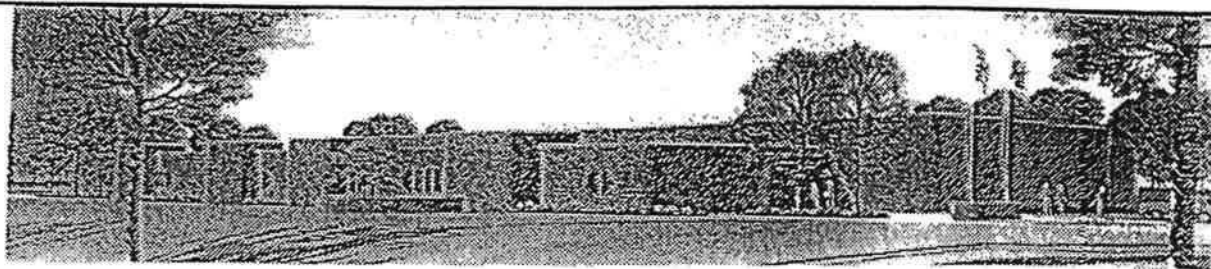
56,039.53

BALANCE JANUARY 29, 2021

\$425,765.27

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

JANUARY 29, 2021

BALANCE ON DECEMBER 31, 2021

\$863,217.80

RECEIPTS:

DEPOSITS	44,759.14	
WIRE	2,020.90	
INTEREST	7.36	46,787.40
		<u>\$910,005.20</u>

DISBURSEMENTS:

DEBIT MEMOS	11,244.77	
ACH PAYROLL	17,989.35	
WARRANTS/CHECKS	16,757.93	
SERVICE CHARGES	49.84	
		<u>46,041.89</u>

BALANCE JANUARY 29, 2021

\$863,963.31

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON TUESDAY, THE 09TH DAY OF MARCH IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, DEPUTY COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Chairman Vaughn called the work session to order at 7:00 P.M.

Supervisor Steve Bowen provided the invocation. Chairman Vaughn led everyone in the pledge of allegiance to our flag.

Chairman Vaughn announces the matters to be discussed at the work session; the Sandy River Water Resolution, the Courthouse Complex ice storm cleanup, and the Nottoway County Economic Development Committee.

Deputy Administrator Prosise announces of an invitation sent out for a special meeting of the Board of Supervisors, with members of the Blackstone, Burkeville and Crewe Town Councils, along with Doug Stanley, Joe Hines and representatives from the Commonwealth to discuss the Sandy River Water Resolution. The meeting is set to be held on Wednesday, March 17, 2021 beginning at 6 PM at the Fort Pickett Officer's Club. He adds that there have not been many attendee confirmations received but a few declining to attend have been received from State representatives.

Deputy Administrator Prosise introduces Crewe Town Manager Brian Thrower and states that he would like to address the Board about the Sandy Water River resolution issue.

Manager Thrower begins by providing the Board with geographic information reflecting the boundaries of the Town of Crewe. He explains that the Town Council has recently been discussing a possible boundary adjustment with the County. The adjustment, if approved, would affect 21 parcels that are currently outside of Crewe's corporate limit.

Manager Thrower explains that the proposed adjustment would incorporate from the current Town limits through various property owners, and the three State facilities all the way over to Hwy 360. He adds that Town Council has informally approved him to move forward with the boundary adjustment if the Board of Supervisors is willing to consider the request. He says that there doesn't appear to be any down side to the County.

Manager Thrower further clarifies that this boundary adjustment would provide increased tax revenue for the Town. It would also however increase the service area for the Town as far as utilities and trash pick-up, as well as police and fire protection. He informs of the potential, with the adjustment, that the Town's current population could increase to over 3,500 which would allow for increased street maintenance funding from the Virginia Department of Transportation.

Manager Thrower provides the State Code Section as it relates to boundary line adjustments; detailing the process should both the Town and County agree to proceed. He suggests that with no push back from property owners, the process should be fast and simple. He states that Crewe Town Council would like to proceed and asks that the Board consider moving forward in a voluntary manner with them. He lastly states that if the Board agrees, he will work with Deputy Administrator Prosise and respective attorneys to prepare the necessary documents.

Chairman Vaughn asks for confirmation that the proposed boundary line adjustment would take in the property at Piedmont Park that the County just sold. Manager Thrower answers yes it would.

Supervisor Roark asks if there are costs associated with filing documents relating to the adjustment. Manager Thrower states there is some expense but it is expected to be minimal. He also asks for confirmation that Crewe Volunteer Fire Department would become the first due agency for the State facilities. Manager Thrower states that there are still a lot of details to work out and fire coverage is one of them. He adds that it is his understanding that law enforcement for the State facilities is currently handled by the Virginia State Police and wouldn't provide an additional burden to the Town.

Supervisor Roark states that, while the Board will not be making any motions on the matter at this work session, he would have no objections to getting the adjustment moving forward to a public hearing.

Vice Chair Shekleton asks if doing the boundary line adjustment puts the Town in a better position with the Sandy River water line project. Manager Thrower answers that if Crewe proceeded with the boundary adjustment, the choice would then become the Town's and not the County's, to allow the State facilities to hook up to a water source that is not from the Town. He adds that without having all the answers to all of the questions; a regional water solution may be the best option.

Vice Chair Shekleton asks if the State facilities were to decide to obtain water elsewhere, how this would affect the Town of Crewe; should the boundary adjustment be done. Manager Thrower explains that any property within the Town limits is required to hook-up to the municipal water supply. Should the customer desire to hook up to a different source, and the municipality isn't willing to allow this, they can petition the Courts.

Chairman Vaughn explains that in the past, Crewe came within twelve days of running out of water for its citizens. He asks how the Town would proceed, should this happen again; would it have to serve its citizens before the State facilities? Manager Thrower says he does not have the answer to that question.

Vice Chair Shekleton asks if there are any disadvantages to the Town, should the State establish that the Town's water infrastructure is not meeting the needs of its facilities. Manager Thrower explains that there is currently a plan that outlines nearly \$25 million of improvements that need to be completed should the Town remain on its own system; not limited to dredging Crystal Lake, water line improvements, and water plant improvements. He adds that a regional effort could eradicate some of these improvements. He explains that if the Town did enter into an agreement with Prince Edward County, this would take the Town's water treatment plant off-line; thereby eliminating the reservoir dredging and treatment plant improvements.

Supervisor Roark suggests that the Town of Crewe is taking nothing off the table; that every option is still viable at this point. He again states that he is fine moving forward with advertising Crewe's boundary line adjustment for public hearing. He suggests that the boundary line adjustment is an added layer of protection for the Town of Crewe to avoid going bankrupt.

Chairman Vaughn asks Manager Thrower if the Army Corp of Engineers has looked at Crystal Lake; or has the encroachment precluded them from doing anything with it. Manager Thrower is not aware of this and cannot provide an answer.

Supervisor Bowen, stating that he understands what Manager Thrower and the Town are trying to do, takes exception with the fact that the agenda for the night's work session lists *Sandy River Water Resolution* as the item for discussion yet the discussion was actually on a Crewe boundary line adjustment. Chairman Vaughn agrees with Supervisor Bowen and states the Board will deal with the Crewe boundary line adjustment on a later date.

Chairman Vaughn asks the Board for instruction on the Sandy River Water Resolution. Vice Chair Shekleton suggests the Board shouldn't make any decision until after next week's scheduled joint meeting with the Towns and Prince Edward County and State representatives.

Deputy Administrator Prosise explains that, soon after the ice storm, County Administration staff sought bids for clean-up of the Courthouse Complex; tree debris. He states that due to so much competition immediately after the storm, the bid prices were high. As a result he asks the Board if they would like to have a limited clean-up performed, fallen debris and hazardous limb removal, or would they prefer to seek the services of a professional arborist to evaluate all of the trees, pruning as needed and dispose of all of the debris. He informs that County Forester Kirby Woolfolk suggests the services of arborist and has provided recommendations.

Supervisor Roark suggests just having the brush cleanup done now and then reevaluate the trees during spring. Supervisor Bowen agrees with cleaning up the debris, and all public safety hazards; clarifies that State procurement allows for the job to be completed without seeking bids if it is under \$10,000. He adds that if there are additional needs remaining then address this at a later time.

Supervisor Bowen suggests that the Board give the Deputy County Administrator the authority to proceed with the complex clean-up. The consensus of the Board is to proceed.

Chairman Vaughn asks for a motion to proceed with the debris clean-up. Deputy County Administrator Prosise, along with Supervisors Roark, Simmons and Bowen interject that they can't make a motion because it is a work session.

Vice Chair Shekleton reports on the personnel policy update. She reminds all that before the end of 2020 it was the Personnel Committee's intentions to have the County Personnel Policy updated and work was being completed towards this. She continues that as a result of questions, numerous Freedom of Information requests, and the implication that actions taken by the Board for one employee had been reported to the Virginia State Police, she doesn't think it is advisable for the Board to consider implementing any new Policy without review by legal counsel. She asks that County staff get a cost estimate on such a review prior to the March regular meeting and then establish whether the services need to be bid out.

Finance Director Tomer offers verbiage suggestions for the new Policy relating to employee compensatory time during emergencies as a result of man-made or natural disasters.

Vice Chair Shekleton reports on the request for proposals for the County's employee health insurance broker. She explains that whatever firm that is chosen will have their own time constraints with seeking bids from providers so it is necessary to have these RFPs in and a broker selected in order for them to meet their deadline of June. She provides a template RFP and a potential timeline for the process. She asks if moving forward will require Board action or can they just consensually agree to allow County staff to move forward. Chairman Vaughn suggests the Board taking official action on the template. Vice Chair Shekleton will share the information with everyone before she leaves this meeting and will request that it be added to the March 18, 2021 meeting agenda.

Deputy Administrator Prosise provides information relating to the proposed new County position of Emergency Services Coordinator; asks if the Board intends to hire this person before or after FY22 begins. He adds that if it is their intentions to hire prior to July 1, 2021 they will need to make some logistical decisions such as the number of hours per week they will work as well as the rate of pay so a draft advertisement can be prepared for their review.

Chairman Vaughn acknowledges this same discussion a day earlier during the Budget work session. Vice Chair Shekleton questions whether the Board should proceed with an ice storm after action review, either with a professional firm or through a self-assessment, prior to hiring a Coordinator.

Deputy Administrator Prosise adds that Donna Pletch, a representative from the Virginia Department of Emergency Management, has recommended a number of firms that already have a contract with the Commonwealth of Virginia for the County's consideration.

Supervisor Bowen asks if the County can make minor changes to the County's Emergency Operation Plan now, prior to a complete update of the Plan; potentially by the new Coordinator. He suggests that the Board and County staff get a copy to review, compile the necessary changes that can be done now, and have those made. Deputy Administrator Prosisie says he will get this done. Supervisor Bowen adds that he fully supports hiring an Emergency Services Coordinator and that process should immediately begin; it shouldn't be delayed until the new budget year. Supervisor Roark verbally expresses his agreement with Supervisor Bowen and a general discussion is held on a few expectations of the position. Chairman Vaughn interjects that the County not only needs a Coordinator it needs a new Emergency Operations Center; states the current center is too small and doesn't have all of the necessary equipment to operate effectively and recommends the Board visiting numerous other Centers for inspiration.

Deputy Administrator Prosisie asks for confirmation that the Board wants him to begin the hiring process by drafting a basic job advertisement to include a list of duties and then the Board can move forward from there at the necessary time. The consensus of the Board is to move forward.

Deputy Administrator Prosisie asks for the Board's direction on the ice storm after action report; do they want him to seek bids for the work and bring them back for their review? The consensus of the Board is to seek bids.

Deputy Administrator Prosisie announces that he has not advertised for the Nottoway Lanes lease renewal for public hearing because he does not have a lease to advertise. He explains that the Board's intentions were not made very clear to either he or the County Attorney.

Deputy Administrator Prosisie inform the Board of a citizen complaint about not being allowed to carry a firearm into the Courtroom during public meetings. He explains there is question about whether a courtroom is always a courtroom or only so during court proceedings and suggests it may require a Board decision or a Judge's order to clarify the issue. He asks if the Board would like this subject matter placed on the agenda for the March regular meeting. Supervisor Roark answers yes; the rest of the Board offer agreement. Deputy Administrator Prosisie adds that he has requested for the Clerk of the General District Court to ask the Judge(s) if they would be willing to issue an opinion or decision.

Supervisor Bowen acknowledges the obvious danger that allowing weapons in the Courtroom during the mentioned public meetings could cause during official court proceedings. Vice Chair Shekleton informs that the citizen called her as well and expressed displeasure that the Board requested no firearms be allowed without a vote.

Deputy Administrator Prosisie informs that he has two matters that need to be discussed in closed session. He states one matter relates to § 2.2-3711 A 1 – personnel and the second matter relates to § 2.2-3711 A 6 – negotiations. He suggests the matters should not take long to discuss.

Chairman Vaughn states that he needs a motion to enter closed session. Supervisor Simmons moves to enter closed session. Supervisor Roark interjects and states that Chairman Vaughn can just let the Board enter closed session because they can't make a motion. Chairman Vaughn inform that Supervisor Simmons has already made a motion. Supervisor Roark states that the Board is in a work session and Chairman Vaughn can just gavel the Board into closed session. Supervisor Simmons says to just go into closed session then. The Board agrees to enter closed session.

The Board enters closed session at 7:42 PM

The Board returns to open session at 8:04 PM.

March 09, 2021

Deputy Administrator Prorise asks the Board to certify the closed session; asking if they discussed any subject matter other than that allowed under the above code sections. The certification was as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no further business to come before the Board, Chairman Vaughn adjourned the work session at 8:06 PM.

Shawn C. Vaughn

Chairman

Kathy J. Tanner

Deputy Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

March 09, 2021

MOTION:

To enter Closed Session pursuant to Code of Virginia §2.2-3711 A 1 – Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments of schools of public institutions or higher education where such evaluation will necessarily involve discussion of the performance of specific individuals, and §2.2-3711 A 6 - Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

March 18, 2021

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18th DAY OF MARCH IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, DEPUTY COUNTY ADMINISTRATOR
PRESTON G. WILLIAMS, COUNTY ATTORNEY

ABSENT: RONALD E. ROARK, COUNTY ADMINISTRATOR

Chairman Vaughn called the meeting to order at 7:00 P.M.

Supervisor Bowen provided the invocation. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda.

Supervisor Bowen makes a motion to approve the agenda with the amendments. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn acknowledges an error he made last month, misplacing a request card from a citizen that signed up to speak. He introduces a new method for delegations to sign up to include asking before closing the delegations to make sure everyone that was signed up has indeed been given a chance to speak. He lastly informs that all delegations will now be given five minutes to speak.

Chairman Vaughn asks if there are any delegations from the public signed up to speak;

1 – Sonny Abbott: Mr. Abbott addresses the need for the Freedom of Information Act (FOIA) and acknowledges comments by the Board about it being an impact to day to day operations of the County Administration. Mr. Abbott suggests that FOIA is necessary for the citizens due to the fact that the Board rarely answers their questions. He expresses appreciation to Vice Chair Shekleton for the recent detailed information she provided relating to the proposed new Animal Shelter. He questions whether the Board followed correct or legal procedures when it retained the services of the law firm Sands Anderson.

2 – William Clarke: Mr. Clarke suggests that the County business is not being done properly due to the bickering amongst the Board members; he also suggests that the small group of citizens that are causing the drama cannot run the County

3 – Chris Page: Mr. Page expresses appreciation to the Board for their combined years of service to Nottoway County. He expresses concern though that the County has shown a negative two percent growth in population over the last forty-seven years. He expresses frustration with both the County's outdated Emergency Operations Center and Emergency Operations Plan and the fact that during the recent ice storm it took five days to open an overnight emergency shelter. Lastly, he shares concerns that the Supervisors did not vote to hire a consulting firm to assist with the search for a new County Administrator. He adds that the County needs an Administration that can help it grow. He informs that he has spoken to three Supervisors and states he felt they were productive.

4 – Abbi Messer: Ms. Messer expresses appreciation to the Board for taking accountability and correcting their mistake of limiting the citizen's time to speak to three minutes. She acknowledges a recent social media post made by a County Animal Control Officer and asks if the Board plans to discipline this employee. She reads aloud an email that she sent to the County earlier in the day to make sure everyone heard it because she received no acknowledgement or reply from the County.

5 – Thomas Crews: Mr. Crews expresses appreciation to Board for increasing the citizen's time to speak to five minutes. He urges the Board to hire an emergency services coordinator and offers support to Chairman Vaughn's recommendation that the Board visit other Emergency Operations Centers. Mr. Crews acknowledges the proposed Sandy River Water agreement and suggests that it will be good for some but won't be for others; he expresses concern that the proposed resolution is not limited enough and although it has potential to be a good deal, the current wording needs to be changed.

6 - Clarence Hawkes: Mr. Hawkes states that he would like for the Board to reconsider Supervisor Simmons former proposal to relocate the Registrar's Office back to the Nottoway Courthouse, he requests the immediate removal of the confederate image from the County's website, and asks that the schematic drawings of the proposed new animal shelter be advertised for public comments

7 – Sarah Allen/Nancy Presley – Nottoway County Electoral Board: Ms. Allen announces that their Board voted unanimously to allow the Registrar to hire a Deputy Registrar; Nancy Presley, newly appointed member, informs that their Board voted unanimously to request the Registrar's Office be relocated back to the Courthouse

Supervisor Bowen congratulates Mrs. Presley on her appointment and then asks for clarification if the Board of Supervisors has to take any action on the hiring of the Deputy Registrar; she answers no. Mrs. Presley explains that the request she read to relocate the Registrar's Office back to the Courthouse was so their Board could go on record in support of the relocation.

8 – Ashley Davis: Ms. Davis advises the Board to take time for their own mental health and then remains silent for a short moment to allow them to do so. She continues by reminding the Board there is still a group of citizens actively working to have the Confederate monument removed from the Courthouse Complex. She ends with the suggestion that the Board keep its citizens in the forefront of its thoughts.

9 – Darrell Garber: Mr. Garber states that he is appalled that the Board has two active investigations and says the citizens deserve better. He informs that at the last meeting he was required to go through the metal detector before entering the Courtroom; after asking when that process began, Sheriff Jones informed him that the Board had asked him to implement this. He continues with his remarks by clarifying, through further investigation, that it wasn't the whole Board that made the request it was one individual. Mr. Garber reminds that one member shouldn't be making decisions for all others. Lastly, he expresses his anger with the fact that weapons are not allowed in the Courtroom during a public meeting. He states that such a decision should have been made by the whole Board and the public informed of it.

10 – Nathaniel Miller: Mr. Miller expresses his displeasure with the neglectful condition of Greenview Cemetery. He explains that it is not taken care of and he was informed that the County is responsible for it; he asks the County to do something about it. Secondly he raises concerns for the Blackstone citizens that live outside of Town on Cox Road (460) and the lack of accessibility to decent drinking water. He provides Chairman Vaughn a copy of letters from Citizens dating back to June 2020 making requests for water; exclaims that nothing has been done about it.

Supervisor Roark explains that he has researched Greenview Cemetery and has found potential grant funding that can help and he is hoping that with assistance from the Commonwealth Regional Council this can be obtained.

Supervisor Vaughn responds to Mr. Miller about the water line down 460. He explains that years ago there was a grant that could have completed the extension of the Town's water line down that road; states the residents didn't want to have a monthly water bill so the project was dropped. He reminds Mr. Miller that the County of Nottoway does not own a water line.

Mr. Miller interjects that some of the affected citizens have shared that Chairman Vaughn is at fault. Chairman Vaughn clarifies that is not factual and that he has been trying to find a solution for them. Mr. Miller implies that the water line extension is being withheld due to one particular resident.

11 – Sarah Allen: Ms. Allen expresses appreciation to Mr. Vaughn for acknowledging his error last month by misplacing a citizen's sign-up card. She announces the fact that while she likes each Board member individually she does not feel the same way for them as a whole Board. She explains that it is because they can't get anything done but however does express appreciation for their service.

The Board receives the following Department reports:

1 - Highway Department:

A – February 2021 Nottoway Area Headquarters Maintenance Report

B – Work Session for Secondary Six-Year Plan needs to be scheduled; will schedule for April 15, 2021 prior to the regular Board meeting

2 - School Board – Charlotte D. Wood, Clerk: Actions taken at the regular meeting of the Nottoway County School Board held on March 11, 2021; minutes of a regular meeting of the Nottoway County School Board meeting held on February 10, 2021, minutes of a special called meeting of the Nottoway County School Board held on February 22, 2021

3 - Health Department: comparison of vaccination rates with neighboring counties

4 - Economic Development Committee: Deputy Administrator Prorise announces that the Economic Development Committee (EDC) has been eliminated as have other committees and suggests that in the future, the Board may wish to call special meetings with the Towns to discuss future economic development prospects; he further suggests using the former EDC meeting date of the fourth Thursday of the month when needed

5 - Regional Jail Authority Report & Juvenile Detention Center: Agenda for the Piedmont Regional Jail Authority Board meeting scheduled for Wednesday, March 17, 2021, Minutes of the Piedmont Regional Jail Authority Board meeting held on February 17, 2021, February 2021 Piedmont Regional Jail Authority Transportation Report, December 2020 thru February 2021, Piedmont Regional Jail Authority Jurisdiction Report, February 2021 Piedmont Regional Jail Authority Revenue report

6 - Landfill:

A - February 2021 Waste Report; average of 43.91 tons of waste per day

B - February 2021 Daily Leachate Disposal Records; a total of 852,000 gallons were hauled in 188 loads

7 - Fort Pickett Redevelopment Authority: Request from Keith Abbey, a shop supervisor at Ft. Pickett for the Department of State's FASTC, to lease LRA building 2357 (old UAV Pro building) for vehicle storage; a one-year renewable lease

8 - Planning Commission: Deputy Administrator Prosisie informs that the Planning Commission did not meet for March

9 - Building Inspector's Report: report period February 2021

10 - Animal Control Officer's (ACO) Report: report period February 2021

A - Nottoway County Animal Shelter has been awarded \$10,000 from the Virginia Federation of Humane Societies (VFHS). The funds are to be used for direct animal care, include vetting, animal food/medication/supplies (such as collars, leashes, beds, toys), and improvements to animal kennels and exercise areas. Acceptance of the funding requires a signature on a Memorandum of Understanding (MOU) between the Virginia Federation of Humane Societies and Nottoway County Animal Shelter; disbursements will be payable in increments upon receipt of the signed MOU.

Supervisor Roark makes a motion to accept the funding award and authorize Deputy Administrator Prosisie to sign the Memorandum of Understanding. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board revisits the following Business:

1 - Sandy River Resolution: Deputy Administrator Prosisie announces that the meeting with the Towns to discuss this issue needs to be rescheduled; the meeting will be tentatively scheduled for the second of April

2 - Tillman Infrastructure Cell Tower Request: Deputy Administrator Prosisie informs that he will try to reschedule the meeting with AT&T for a question and answer session concerning this issue at the April regular Board meeting

3 - RRMM / Animal Shelter Report: Supervisor Shekleton states the architect is still on track for the April deadline to present the conceptual design and potential budget

Citizen William Clarke interjects from the audience and makes a suggestion that the new animal shelter include space for citizens pets in the event of needing shelter during an emergency

Citizen Kathie Kingery speaks from the audience reminding the Board of their own rule to not allow public interruptions during the meeting.

Supervisor Roark clarifies that before any final decisions are made on the new Animal Shelter there will be public hearings held.

4 - IDA Appointment: Supervisor Simmons informs that she may have an appointment but needs to confirm with the individual first

The Board considers the following new business:

1 – School Resource Officer Incentive Grant Program: It is time to apply for the next round of funding; authorization is needed to sign the grant documents. Supervisor Simmons moves to authorize Deputy Administrator Prorise to sign the School Resource Officer Incentive Grant documents. The motion receives a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Ice Storm Compensation: Finance Director Tomer informs that this report isn't completed yet and will be brought to the Board when it is; Supervisor Simmons asks that it be put on the agenda for the April regular meeting

3 – Convenience Center Operating Hours: Supervisor Roark asks the Board to consider funding in the proposed Budget for increasing the operating hours of the waste convenience centers to 7AM – 7PM seven days a week. He adds that when the ice storm hit and the hours were extended the citizens were happy about it. Chairman Vaughn states the Board will take the request under advisement during the budget process.

Supervisor Bowen asks if Supervisor Roark would be willing to compromise on his request due to financial restraints. He adds that he is in agreement that the hours need to be extended.

4 – Frank Carlo / Southside Electric Cooperative (SEC): Supervisor Roark explains that Mr. Carlo needs help getting three-phase power to his property located just outside of the Blackstone corporate limits. He acknowledges that Blackstone has made repeated proposals to SEC and they have not been willing to cooperate and asks if the County can forward a letter to SEC asking for them to reconsider the Towns offer.

Supervisor Shekleton asks if anyone knows why SEC isn't willing to cooperate. Blackstone Mayor Billy Coleburn is in attendance and explains there is an existing three-phase line within 0.2 miles of Mr. Carlo's property. He states that the Town has offered to assist SEC with the project, with Blackstone gaining no profit, but they won't agree due to some financial "ratio" that would affect them as a result.

Chairman Vaughn explains that the County has offered assistance in the past to no avail but the County can certainly send them a letter; albeit it won't do any good until Southside Electric Cooperative and The Town of Blackstone can reach an agreement. Supervisor Roark adds that Southside Electric may be in a giving mood right now.

Supervisor Bowen makes a motion to appoint Deputy County Administrator John Prorise as Interim County Administrator effective April 01, 2021, as Zoning Administrator effective April 01, 2021, and to confirm his prior appointment as Clerk to the Board to continue on and after April 01, 2021. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen makes a motion, that with his knowledge and agreement, the Board terminate its current engagement with Preston Williams as Nottoway County Attorney, and that the Board ratify the October 12, 2020 with Sands Anderson for legal services, and that the Board appoint Sands Anderson as the Nottoway County Attorney; all effective immediately. The motion received a second from Supervisor Simmons. Following a roll call vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	No
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Citizen Chris Page speaks out from the audience with concerns that the Board had just fired its Attorney to hire another that had already provided services as far back as October 2020. He suggests the recent FOIA violations and resulting Court proceedings didn't make that action seem very logical.

The Board heard the following reports, requests, and recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: addresses recent 2nd amendment concerns relating to citizens not being allowed to bring firearms into the Courthouse; he states his position that a Courthouse is always a courthouse no matter what business is transpiring in the Building. He adds that the Judges and the County Attorney have taken the same position as he and reads aloud a letter from the Nottoway District Court judges to that affect; cites Code of Virginia Section 18.2-283.1

3 – Ellen F. Myatt, Treasurer: not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: nothing to report

Chairman Vaughn presents the CONSENT CALENDAR:

1 – Refund Amanda Leigh Smith \$31.74 for an erroneous personal property assessment for tax year 2020

2 – Refund Brian Drewery \$37.20 for an erroneous personal property assessment for tax years 2019 and 2020

3 – Refund Freddie Michael Hill \$374.17 and Sandra Hill \$6.38 for erroneous personal property assessments for tax year 2020

4 – Refund Mr. & Mrs. Edward H. Jones \$108.81 for an erroneous personal property assessment for tax year 2020

5 – Budget Adjustment – Sheriff - \$451.85

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$451.85</u>
		<u>\$451.85</u>

REVENUES:

4-100-31020-5409	Police Supplies	<u>\$451.85</u>
		<u>\$451.85</u>

6 – Budget Adjustment – Rescue Services - \$702.93

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$702.93</u>
	(refund of training funds)	<u>\$702.93</u>

EXPENDITURES:

4-100-32030-7007	Emergency Services Training	<u>\$702.93</u>
		<u>\$702.93</u>

7 – Budget Adjustment - E911 - \$206,606.48

REVENUES:

3-212-12020-0080	Text-to-911 Grant	<u>\$206,606.48</u>
		<u>\$206,606.48</u>

EXPENDITURES:

4-212-31040-8002	Text-to-911 Grant	<u>\$206,606.48</u>
		<u>\$206,606.48</u>

8 – Budget Transfer – Legal Services - \$25,000

Supervisor Roark makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Deputy County Administrator Prosise presents the following information items:

1 - Commonwealth Regional Council February 2021 Items of Interest

2 – Update from Commonwealth Regional Council on the Comprehensive Plan

3 – Sales Tax Receipts

4 – Piedmont Senior Resources Newsletter

5 – Section 1.2.2.1 of the State Board of Elections Handbook

6 – Code of Virginia §18.2-283.1. Carrying weapon into courthouse, Article III. Division of Powers from the Constitution - Section 1. Departments to be distinct and Article I. Bill of Rights – Section 13. Militia; standing armies; military subordinate to civil power

7 – Nottoway County Public Library Board of Trustees Meeting agenda for March 17, 2021, minutes of the Nottoway County Public Library Board of Trustees meeting held on February 24, 2021

8 – Virginia Cooperative Extension Nottoway County Agriculture Damage Assessment Report from the February 13, 2021 ice storm, information on the United States Department of Agriculture Disaster Assistance Emergency Conservation Program

9 – Registration information for the Virginia Association of Counties Supervisors' virtual Forum to be held April 29-30, 2021

10 – Letter – Town of Crewe - Brian S Thrower, Manager: the Town of requesting the Board of Supervisors all both entities, along with respective attorneys, proceed with putting an agreement together for both governing bodies review relating to Town's proposed boundary line adjustment

11 – Portable generator bids for the Nottoway County Landfill Scale House, obtained by Nottoway County Building Official Dean S. Lewis based on need; the lowest bid for a Generac 8KW generator of \$1,099 was obtained from Bevell's Hardware.

Supervisor Roark makes a motion to authorize the County Administrator's Office to purchase the 8KW Generac portable generator from Bevell's Hardware at a price of \$1,099. The motion received a second by Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen expresses concern with the Board seemingly micromanaging; cites the portable generator as a prime example. He addresses the fact that requiring matters like this to come before the Board is giving no authority to the County/Deputy County Administrator.

12 – Advertisement announcement for a request for quotes for the cost of an After Action Review (AAR) due to the recent Winter Ice Storm that greatly impacted Nottoway County; emailed to six companies recommended by the Virginia Department of Emergency Management

Deputy County Administrator Prorise informs that currently there have been two submissions.

13 - Advertisement of a Nottoway County Landfill vehicle offered for sale at sealed bid; 1998 International Roll-Off Truck; VIN #1085

Assistant County Administrator Prorise presents the following correspondence:

1 – Courthouse Complex Repairs Ad: Vice Chair Shekleton makes a motion to approve the advertisement. The motion received a second from Supervisor Simmons.

Supervisor Roark asks for the job to include handrails for the steps at the General District Court. Supervisor Bowen informs that the hand rails can be added to the job as a change order so long as it doesn't exceed 20% of the bid accepted. Following a voice vote, Vice Chair Shekleton's motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Regional Joint Information Plan: Deputy Administrator Prorise explains that this is a Plan that will allow for Counties to work more closely together, in the event of an emergency or natural disaster. Supervisor Roark makes a motion to authorize the County Administrator's Office to send a letter of support for the Regional Joint Information Plan. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Erosion and Sediment Control Technician: Deputy Administrator Prorise explains that former E&S Technician Phillip Moore resigned and as a result, Nottoway County Building and Code Official has obtained his certification. Mr. Lewis is asking that the \$4,000 budgeted for Mr. Moore's position be added to his current salary to perform those same duties. Supervisor Roark makes a motion to increase the salary of Dean Lewis, Nottoway County Building and Code Official by \$4,000 as compensation for the increased duties as a result of his successful completion of his Erosion and Sedimentation Control Technician certification. The motion received a second from Vice Chair Shekleton.

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Draft Request for Proposals (RFP) template for Employee Benefits Brokerage & Consultant Services: Vice Chair Shekleton provides the Board with a possible template for advertisement; she informs there is a critical timeline to maintain in order to stay on schedule with the County's insurance renewals.

Vice Chair Shekleton makes a motion to approve the template for the RFP for the insurance services. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 – Census / Redistricting: Deputy Administrator Prorise informs of recent announcements concerning the completion and release of the 2020 census information. He states it was originally expected to have the information in April 2021 but now isn't expected to be available until September 2021.

Chairman Vaughn opens the floor to communications from members of the Board:

Vice Chair Shekleton has nothing to discuss.

Supervisor Bowen shares a citizen request from citizen Daphne Norton to implement the Trustee Trash Pick-up Program with Nottoway Correctional Center or even a Community Service Program. He explains the basis for the request is the amount of trash that is collecting along the roadways. Deputy Administrator Prorise states he would send a letter to Nottoway Correctional Center and see what can be done.

Supervisor Roark states that he supports Supervisor Bowen's suggestion to have the Trash Pick-up Program implemented. He states that he currently has a request in for trash pick-up assistance on East Courthouse Road near the Landfill. Additionally, he shares some information from the last Nottoway Department of Social Service Board meeting; 22% of people of all ages are living in poverty in Nottoway County and 27% of children under 18 years old are living in poverty in Nottoway County.

Supervisor Simmons shares citizen complaints about neighboring properties being derelict and asks the Board to be thinking about a way to remedy this.

Chairman Vaughn informs that he received two citizen requests to have letters read aloud at the night's meeting; one from Mr. Greg Eanes and another from Mrs. Christine Easterling-Davis. He explains that he will not be reading either; Mr. Eanes' letter was printed entirely or in part in the local newspapers and Mrs. Easterling-Davis' letter contained a subject matter that the Board has no control over. He adds that he will be advising Mrs. Easterling-Davis to forward her letter to the local newspapers for printing.

March 18, 2021

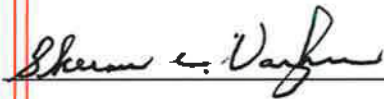
Supervisor Simmons reads aloud a resolution from Town of Crewe mayor Phil Miscovic recognizing the extraordinary efforts of the County's first responders and its community members during and after the recent catastrophic ice storm.

Deputy County Administrator John Prosis reads aloud a prepared statement announcing his intentions to retire no later than June 30, 2021. Chairman Vaughn states that he has worked with Mr. Prosis during all of his 27 years at Nottoway County and that he that he has been an excellent employee. He adds that recent events that involved him were deplorable and should not have happened. He expresses a desire to continue to utilize Mr. Prosis in some way in the future.

Supervisor Roark makes a motion to accept Deputy County Administrator Prosis's retirement announcement. County Attorney Vivian Giles interjects to inform that the Board does not have to accept the retirement as it is a personnel matter. Supervisor Roark withdraws his motion.

There being no further business to come before the Board, Supervisor Bowen makes a motion to adjourn the meeting until Monday, March 22, 2021 at 7:00 PM at the Camp Pickett Officer's Club, located at 3951 Military Road, Pickett Park, Blackstone, Virginia, 23824.

Chairman Vaughn adjourned the meeting at 8:35 PM



Chairman



Deputy Clerk

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

TRIAL BALANCE

FEBRUARY 26, 2021

Ellen F. Myatt, Treasurer

Cash in Office		2,500.00	
Cash in Banks		5,983,283.44	
Certificates of Deposit		7,393,633.88	
Pickett Park Cetificate of Deposit		5,228,188.29	
Money Market Account		10,010,537.57	
General Fund			20,824,207.02
School Fund			0.00
Textbook Fund			1,788,615.32
Cafeteria Fund			385,929.93
E911 Surcharge Fund			468,550.79
D.A.R.E. Fund			99.14
Landfill Fund			-208,276.19
LRA Land Sale Fund			5,228,188.29
Forfeited Asset Fund			445.72
Community Development Block Grant			111,245.91
Special Welfare Fund			1,915.40
Pro-Rata Tax Account			17,195.86
Credit Card Account			26.00
Commonwealth Current Credit Account			-0.01
Uncollected 2020 Levy		727,218.99	
Uncollected 2019 Levy		231,776.90	
Uncollected 2018 Levy		112,023.60	
Uncollected 2017 Levy		47,916.91	
Uncollected 2016 Levy		40,587.34	
Uncollected Delinquent Tax Levy		54,702.96	
Uncollected PPTR 2020		52,489.50	
Reserve uncollected 2020 Levy			727,218.99
Reserve Uncollected 2019 Levy			231,776.90
Reserve Uncollected 2018 Levy			112,023.60
Reserve Uncollected 2017 Levy			47,916.91
Reserve Uncollected 2016 Levy			40,587.34
Reserve Uncollected Tax Liens			54,702.96
Reserve Uncollected PPTR 2020			52,489.50
		<u>\$29,884,859.38</u>	<u>\$29,884,859.38</u>

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			February 26, 2021
BALANCE JANUARY 29, 2021			\$ 20,328,395.18
CURRENT LEVY		166,372.89	
DELINQUENT LEVY		49,687.46	
LAND REDEMPTION		2,828.20	
PENALTIES		22,031.72	
INTEREST ON DELINQUENT TAXES		13,857.86	
RECORDATION TAXES		5,972.94	
BUSINESS/PROFESSIONAL LICENSES		56,656.93	
DMV RELEASE FEES		1,575.00	
VEHICLE LICENSE FEES		9,760.99	
DOG TAG SALES		640.00	
CREDIT CARD USE FEES		867.44	
TRANSFER FEE		54.00	
BUILDING PERMITS		2,915.72	
CONCEALED WEAPONS PERMIT		1,258.75	
DOG PICKUP FEE		15.00	
BOARDING OF DOGS		25.00	
EROSION & SEDIMENT CONTROL		315.00	
LAW LIBRARY FEES		105.20	
COURT FINES & FOREITURES		530.10	
COSTS OF COURT FEES		378.97	
COURTHOUSE SECURITY FEE		1,523.97	
JAIL ADMISSION FEE		73.75	
COMMONWEALTH'S ATTORNEY		128.06	
SALE OF MAPS, PUBLICATIONS, ETC		25.00	
DNA FEES		52.61	
INTEREST ON BANK DEPOSITS		294.91	
RENT-GENERAL PROPERTY		1,602.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		11,398.69	
RENT--PICKETT PARK LODGE		14,351.62	
RENT-PICKETT OFFICERS CLUB		2,339.06	
SBI RENT		365.54	
MISCELLANEOUS / LIBRARY		173.75	
REFUNDS & RECOVERIES/WELFARE		10.00	
RECOVERED ADVERTISING COSTS ON DEL. TAXES		3,610.71	
RECOVERED/TAX AD		966.82	
MISCELLANEOUS UNDEFINED		970.99	
SALE OF BURKEVILLE PROPERTY		350,000.00	
UNCLAIMED PROPERTY		19,098.19	
GRANTOR'S TAX		2,222.74	
LOCAL SALES TAX		133,676.36	
MOPED/ATV SALES TAX		700.27	
MOBILE HOME TITLING TAX		2,654.65	
PPTR REIMBURSEMENT		157,468.51	
REIMB: COMMONWEALTH ATTORNEY		18,949.65	
REIMB: SHERIFF		72,213.88	
REIMB: COMMISSIONER OF REVENUE		7,001.75	
REIMB: TREASURER		7,135.70	
REIMB: CLERK		15,914.55	
COMPREHENSIVE AT RISK		61,950.72	
PUBLIC ASSISTANCE GRANT		124,126.60	
ADD BACK VOID CHECKS/RETURNED ACH		37.71	1,352,131.64
			\$21,680,526.82
DISBURSEMENTS:			
WARRANTS/CHECKS	788,053.62		
SCHOOL FUND	68,266.18		\$856,319.80
BALANCE FEBRUARY 26, 2021			\$20,824,207.02
	E911 SURCHARGE \$	\$468,550.79	

OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P. O. BOX 85

NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT

FEBRUARY 26, 2021

BALANCE JANUARY 29, 2021

\$17,400,815.59

MONEY MARKET ACCOUNT

\$10,010,537.57

CITIZENS BANK & TRUST

\$10,010,537.57

CERTIFICATES OF DEPOSIT

BENCHMARK COMMUNITY BANK

6/20/2021

1,000,000.00

BENCHMARK COMMUNITY BANK

6/3/2021

2,000,000.00

BENCHMARK COMMUNITY BANK

6/3/2021

1,500,000.00

CITIZENS BANK & TRUST

1/10/2022

1,500,000.00

CITIZENS BANK & TRUST

1/10/2022

100,000.00

CITIZENS BANK & TRUST

9/13/2021

1,293,633.88

7,393,633.88

BALANCE FEBRUARY 26, 2021

\$17,404,171.45

\$17,404,171.45

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LANDFILL FUND REPORT: FEBRUARY 26, 2021

BALANCE JANUARY 29, 2021 - \$187,966.81

RECEIPTS:

COMMUNICATIONS TAX	\$16,525.75	
UTILITY TAX	\$15,703.92	
USE OF LANDFILL	\$59,197.08	
		<u>\$91,426.75</u>
		-\$96,540.06

DISBURSEMENTS:

WARRANTS/CHECKS	\$111,736.13	<u>\$111,736.13</u>
BALANCE FEBRUARY 26, 2021		-\$208,276.19

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
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EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

FEBRUARY 26, 2021

TOWN OF BLACKSTONE	\$20,735.93
TOWN OF CREWE	15,971.37
TOWN OF BURKEVILLE	2,550.05
GENERAL FUND	<u>133,676.36</u>
	\$172,933.71

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NOTTOWAY COUNTY
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NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

FEBRUARY 26, 2021

CITIZENS BANK—PICKETT PARK CD	06/05/2021	\$5,228,188.29	
BALANCE FEBRUARY 26, 2021			\$5,228,188.29

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

SCHOOL FUND REPORT:

FEBRUARY 26, 2021

BALANCE JANUARY 29, 2021 \$0.00

RECEIPTS:

CASH RECEIVED	\$1,721,974.16	
TRANSFER FROM GF	\$68,266.18	
ADD BACK VOID CHECKS	\$98.01	
		<u>1,790,338.35</u>
		\$1,790,338.35

DISBURSEMENTS:

OPERATING EXPENSES	\$319,544.83	
PAYROLL/ACH DEBIT	\$1,470,793.52	
		<u>1,790,338.35</u>

BALANCE FEBRUARY 26, 2021 \$0.00

CAFETERIA FUND REPORT:

FEBRUARY 26, 2021

BALANCE JANUARY 29, 2021 \$425,765.27

RECEIPTS:

CASH RECEIVED	\$1,871.28	
ADD BACK VOID CHECK	\$3.00	
		<u>\$1,874.28</u>
		\$427,639.55

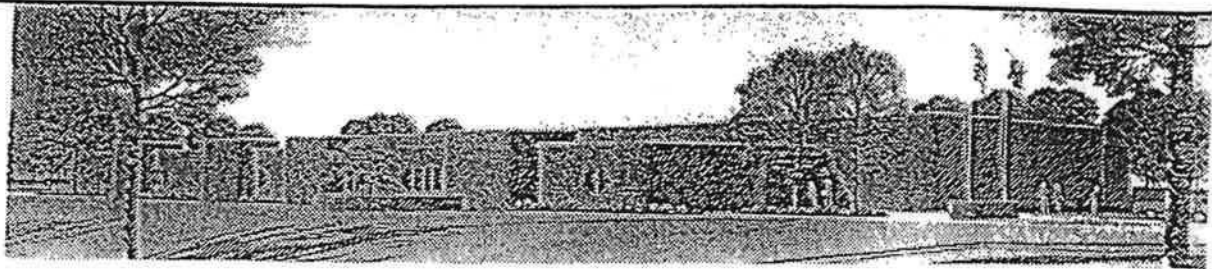
DISBURSEMENTS:

OPERATING EXPENSE	0	
PAYROLL/ACH DEBIT	\$41,709.62	<u>\$41,709.62</u>

BALANCE FEBRUARY 26, 2021 \$385,929.93

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

FEBRUARY 26, 2021

BALANCE ON JANUARY 29, 2021 \$863,963.31

RECEIPTS:

DEPOSITS	87,127.75	
INTEREST	6.69	87,134.44
		<u>\$951,097.75</u>

DISBURSEMENTS:

DEBIT MEMOS	10,787.72	
ACH PAYROLL	17,382.56	
WARRANTS/CHECKS	25,724.24	
SERVICE CHARGES	35.68	
		<u>53,930.20</u>

BALANCE FEBRUARY 26, 2021 \$897,167.55

INVESTMENT @ CITIZENS BANK & TRUST CO. \$10,574.27

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 15TH DAY OF APRIL IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, COUNTY ADMINISTRATOR
KATY J. TOMER, FINANCE DIRECTOR
VIVIAN S. GILES, COUNTY ATTORNEY

Chairman Vaughn called the work session to order at 6:30 P.M.

Chairman Vaughn stated the purpose of this meeting was to hold a work session on the Virginia Department of Transportation (VDOT) Secondary Six-Year Improvement Plan.

VDOT Assistant Residency Administrator Dianna Bryant is present to lead the work session on the Virginia Department of Transportation Secondary Six-Year Improvement Plan for Fiscal Years 2021/2022 through 2026/2027 for Nottoway County and on the Secondary System Construction Budget for Fiscal Year 2021/2022.

Mrs. Bryant reviews the projects that are currently in the Plan;

- Guardrail Installation; she explains this is currently being completed
- Route 703 – Loveland Road; being completed as a Rural Rustic project and expected to be built within the next couple of months
- Route 670 – Highpoint Road; being completed as a Rural Rustic project
- Route 647 – Jennings Ordinary Road; being completed as a Rural Rustic project
- Route 684 – Crystal Lake Road; being completed as a Rural Rustic project
- Future Secondary Projects; she explains this is a result of no public hearing in 2020 due to COVID so any funds available for new projects were placed here

Mrs. Bryant provides a funding breakdown reflecting \$155,287 (accumulated over the last three years of the Plan) available to add to new projects. She provides a listing containing all of the County's unpaved roads in order of the last traffic count that was completed on them. She explains that if there is a road they wish to have an updated traffic count completed on to just make the request. The list includes those roads that aren't eligible for inclusion in the Six-Year Plan due to below the minimum traffic counts.

Mrs. Bryant informs, that of the four available unpaved roads that aren't already in the Plan, Elletts Mill Road is not eligible to be built as a Rural Rustic project nor to be a pave in place project due to the current structure of the road. She provides recommendations on the top three priority roads for their consideration for inclusion in the Six-Year Plan

- Route 686 – Barnes Lane – 0.55 miles; she explains this is the first recommended priority because it is the farthest away from the Area Headquarters and thereby would cost more money to maintain it; she also informs there are a lot of work order request for this road
- Route 655 – Williamson Road – 0.80 miles
- Route 636 – Reservation Road – 2.70 miles; she explains this is a road located within Fort Pickett and the daily traffic is mostly military traffic

Mrs. Bryant informs that the Telefee funding that is included in the Plan can be used for any project and she suggests that the Board allocate these to request a feasibility study to relocate the connection of Williamson Road and Courthouse Road. She explains that currently the Road has a "Y" connection and this limits the ability to turn both directions from either side. She suggests that improvements to this connection will allow for better sight distance for both directions.

Mrs. Bryan concludes by explaining that when considering the amount of funding available in the Plan and the estimated project costs, the Board could add two of the three recommendations for inclusion in the Plan. She explains the necessary steps that will be needed to have a Plan ready for public hearing at the May regular meeting.

Supervisor Bowen expresses appreciation for the recommendations provided by Mrs. Bryant as well as using the TeleFee funding for the Study to improve the connection at Williamson Road and Courthouse Road; implies the current situation seems to be a safety issue.

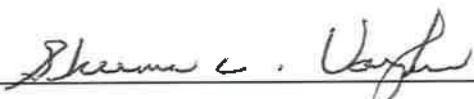
Mrs. Bryant explains that if the Board chooses to go with the recommendations, they would actually be adding three projects to the Plan; the feasibility study for Williamson Road using the TeleFee funding, Barnes Road and Harper Road.

The Board offers its unanimous approval to proceed with the Plan, including the Recommendation for adding the three projects as Mrs. Bryant has described.

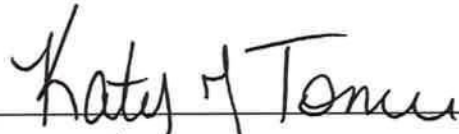
Mrs. Bryant brings everyone's attention to the guardrail installation; states that a lot of install has already been completed.

Supervisor Bowen adds that the traffic counts provided by VDOT offer great assistance when deciding what projects to include in the Six-Year Plan. Mrs. Bryant reiterates her earlier suggestion that if the Board would like updated Road counts to please request them.

There being no further business to come before the Board, Chairman Vaughn adjourned the work session at 6:43 P.M.



Chairman, Sherman C. Vaughn



Deputy Clerk, Katy J. Tomer

April 15, 2021

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 15TH DAY OF APRIL IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, INTERIM COUNTY ADMINISTRATOR
VIVIAN S. GILES, COUNTY ATTORNEY
KATY J. TOMER, FINANCE DIRECTOR

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided by Supervisor Bowen. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Simmons makes a motion to approve the agenda. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the January 21, 2021 regular board meeting, the March 09, 2021 work session and the March 18, 2021 regular board meeting were presented. Supervisor Bowen moves to approve the minutes as presented. The motion received a second form Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks if there are any delegations from the Public:

1 – William Bruce: Mr. Bruce announces that he is a resident of Cumberland County, Virginia, and urges the Board not to hire Attorney Vivian Giles in the dual capacity of County Administrator and County Attorney. He cites specific examples that he suggests caused the County of Cumberland negative impacts such as staff turnover and procurement concerns.

Chairman Vaughn asks Mr. Bruce if he currently, or has previously, served on the Cumberland County Board of Supervisors. Mr. Bruce answers that he is not a sitting member but has unsuccessfully run for election three times. Chairman Vaughn then asks in what capacity he has interacted with Vivian Giles. He answers as a citizen. Chairman Vaughn states that he has had dealings with Cumberland County for many years and has never heard the types of accusations he is hearing from Mr. Bruce.

Supervisor Roark informs that he has heard those types of concerns from residents of Cumberland. He expresses appreciation to Mr. Bruce for his comments. Supervisor Roark makes a motion to terminate the contract of Vivian Giles as Nottoway County Attorney.

Chairman Vaughn interject that the Board will not be making any motions at this time. Supervisor Roark verbally expresses displeasure with the Chairman's comment. Supervisor Roark's motion dies for lack of a second.

2 – Sonny Abbott: Mr. Abbott begins by acknowledging the prior exchange between a Board member and a delegation; states apparently you have to be from somewhere than the County to receive that interaction. Mr. Abbott expresses his concern with the Board's current, and past, handling of its legal services. He suggests there shouldn't have been a need for the Board to formally ratify Administrator Roark's October agreement with Sands Anderson if it was done legally. Mr. Abbott stated he took exception with the fact that if the County has an entire law firm at its disposal, why the same Attorney continues to be the Board's representation no matter the issue.

Supervisor Bowen offers an answer to Mr. Abbott's question about the Board's ratification of the contract for legal services by declaring that the law firm of Sands Anderson had nothing to do with the motion that he made to ratify the contract. He adds that he conferred with a number of affiliates of the Virginia Association of Counties on the matter. Additionally, he seeks confirmation from Attorney Giles that legal services do not have to go through the Procurement process. Attorney Giles answers that is correct.

3 – Chris Page: Mr. Page begins his comments by stating that he looked forward to bringing the Citizen's grievances of its Government to the Court. He then states his actual subject matter is County Attorney Vivian Giles. Mr. Page suggests that as a result of Ms. Giles leadership and representation while in Cumberland County, the entire Board of Supervisors was replaced. Mr. Page further suggests that Ms. Giles got her firm hired as the County's legal representation to give her an advantage during the Board's search for a new County Administrator. Lastly, Mr. Page reminds the Board that since Sands Anderson was named as their legal representation, they have been in violation of the Freedom of Information Act numerous times.

4 – John Schutt, Chief – Burkeville Volunteer Fire and Rescue: Chief Schutt begins by saying that his Department was not invited to meet with the Board during Budget deliberations. Chief Schutt continues and expresses displeasure with the lack of increased funding for Burkeville Rescue in light of the recent Budget meeting where it was proposed that Nottoway County Emergency Squad would be getting additional funding. He urges the Board to take a look at the funding distributions over the past years, going as far back as 2002, and adds this will prove what he is saying. He states that in 2002 the Board voted to provide Burkeville Rescue with 20% of all funding allocated for Rescue services; adds that as funding has been increased over the years Burkeville's allocation percentage has been reduced. Chief Schutt concludes by stating that First Responders should not have to come to the Board and ask for funding; the Board should be coming to them asking what they need.

Supervisor Bowen asks Chief Schutt for clarification that he is not referring to the \$270,000 one-time additional funding that was provided to the Emergency Services agencies earlier in the Fiscal Year. He answers he is not referring to these funds.

Supervisor Roark makes a request to the Board to include an additional \$50,000 for the Burkeville Rescue Squad in the proposed Budget for the fiscal year beginning July 01, 2021. Chief Schutt states that he would just like to see the Board utilize the funding distribution method that was used in the past and additionally to consider the level, and quantity, of services Burkeville Rescue is providing currently as opposed to when it began in 2002.

5 – Sue Yeatts: Mrs. Yeatts expresses concern for the Board's recent hiring of Attorney Vivian Giles. She states that there have been three previous instances of the Board not being honest when asked if they had retained the services of Ms. Giles or the law firm of Sands Anderson. Mrs. Yeatts clarifies that, through a Freedom of Information Act request, it was discovered that Attorney Giles was put under contract with the County on October 12, 2020. Mrs. Yeatts implies that Attorney Giles has purposely been excluding Supervisor John Roark in her interactions with the other Board members.

6 – Nathaniel Miller: Mr. Miller informs that, as a direct result of his comments made during the last Board meeting relating to the Greenview Cemetery, there has been an outpouring of support from citizens that want to assist with the cleanup efforts for this property to include a fund drive. Mr. Miller clarifies there is one problem; the question of whether it is legal for citizens to enter onto private property. He suggests if it is not legal to do so he will need guidance as to how to proceed. Chairman Vaughn informs that he will get Mr. Miller an answer.

Mr. Miller informs of a potential Law that is specific to a graveyard; if you have a family member buried on the property, you can legally cleanup said property. He suggests that Nottoway County should know who owns the property because someone is paying taxes on it.

Mr. Miller moves on to his next subject matter; the Cox Road water line extension. He suggests there may be a possibility to fund the project with funding allocated to the County under President of the United States Joe Biden's recently adopted American Rescue Plan; infrastructure improvements such as water and broadband are reported to be allowable uses.

Chairman Vaughn states that he will be addressing the Cox Road water line later in the meeting.

Before closing the delegations, Chairman Vaughn asks if there is anyone else that would like to speak that has not done so already. There is no one else wishing to speak.

The Board hears the following presentation:

Advantus Strategies – Robert Crockett: Mr. Crockett represents the Rural Solar Development Coalition and is present to report on some potential revenue opportunities related to solar energy. Mr. Crockett reviews approved Legislation that relates to Solar;

- House Bill 2269: allows localities to increase revenue share assessment by 10% beginning July 1, 2026, and every 5 years thereafter, applies to energy/battery storage, continues tax exemption for <5MW projects
- House Bill 2006/Senate Bill 1201: Declares that energy/batter facilities are certified pollution control equipment – exempt from local and state taxation, includes same language as HB2269
- House Bill 2201/Senate Bill 1207: amends host siting agreement (HB1675-2020), expands provisions for counties to execute siting agreements for solar and battery/energy storage projects

Mr. Crockett explains what a siting agreement does; it creates opportunities for host locality to include specific terms and conditions:

- mitigates impacts of proposed solar/battery energy facility
- request financial compensation for host locality to address needs of county's Capital Improvement Plan
- opportunity for annual indexing

Mr. Crockett provides details on the revenue benefits to a few Virginia localities that Have already entered into siting agreements for solar; Sussex, Richmond, King & Queen, and Charlotte. He adds that solar has the potential to provide revenue opportunities for localities that otherwise would never be a possibility.

Supervisor Bowen states that he, as Nottoway County, is very happy to be a part of the Coalition. He adds that while the financial benefits are attractive, he enjoys the agricultural land in the County and he expresses concerns for the decommissioning of solar farms and what happens if the properties are abandoned. Mr. Crockett states that they are working on Legislation that directly addresses these types of concerns.

Supervisor Simmons asks Mr. Crockett how solar revenue can assist with broadband infrastructure. He answers that the revenue potential from the siting agreements offer the best possibility to request terms that can assist with that type of infrastructure.

The Board receives the following Department reports:

1 - Highway Department:

A – March 2021 Nottoway Area Headquarters Maintenance Report; two-week paving schedule for Nottoway

Assistant Residency Administrator Diana Bryant is present to receive any communications from the Board, and also provide an update on the routine maintenance performed since the last meeting. Mrs. Bryant reports that debris removal is front and center of their current projects, contractors are currently cutting down hangers and leaners and the debris removal team comes behind them to clean up. There is a failed pipe under Route 723; a contractor is currently jacking a new pipe in with completion expected for next week. Earlier in the month there was a spring cleanup initiative on all primary and high-volume secondary roads. Route 307 was closed for a few days for debris cleanup allowing for potholes repairs and the old bridge has been removed on Route 618 and the project is currently running on schedule.

Supervisor Simmons asks Mrs. Bryant for an update on the assessment of Melody Lane. Mrs. Bryant explains that there have been many safety reviews of the road and there does not seem to be many improvements that can be completed; there will be a stop sign installed at one location. Mrs. Bryant states there will be a new study completed and she will provide the study to them as soon as it is completed.

Supervisor Roark expresses appreciation for Nottoway Department of Transportation workers for their efforts during and after the ice storm. Supervisor Bowen asks what the guidelines are for VDOT tree safety hazards. She explains the process stating that are situations when their crews will handle the situations.

Chairman Vaughn advises that the Board will need to advertise a public hearing for the Secondary Six-Year Improvement Plan for the May 20, 2021 regular meeting. Supervisor Bowen makes a motion to advertise a public hearing for the Six-Year Plan for the May Board meeting. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - School Board – Charlotte D. Wood, Clerk: No report provided - the April meeting of the Nottoway County School Board was rescheduled from April 8, 2021 to April 15, 2021

3 - Health Department: No report provided; Administrator Prosis reports on a recent press release informing of a community vaccination clinic on May 19, 2021 at the Virginia National Guard Armory in Blackstone – no walk-ins will be allowed, only appointments

4 - Regional Jail Authority Report & Juvenile Detention Center: No reports provided

5 - Landfill:

A – March 2021 Waste Report; average of 57.72 tons of waste per day

Administrator Prosisie explains that County staff member Logan Presley, who handles the Landfill billing, has calculated that approximately \$11,000 tipping fees were waived for debris removal after the ice storm.

Administrator Prosisie reports that the Landfill scale was down for a few days recently for repairs due to mud that flows from the unpaved area between the equipment shed and the scales; the scales are now working. He explains that this problem has been recurring and is what led to the added funding in the proposed FY22 budget to pave over this area.

B – March 2021 Daily Leachate Disposal Records

C – Nottoway County Sanitary Landfill Solid Waste Information and Assessment Program Reporting Table – Form DEQ 50-25

D – Carter Machinery Service Repair Estimate (Q2202254-01) totaling \$34,505.75 for the CAT 953D Waste Loader undercarriage; serial number 0LBP00901

Supervisor Roark moves to approve the machine repairs according to Estimate Q2202254-01. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Prosisie informs that the back-up CAT loader was being used while the 953D was being repaired, and that this machine has now become inoperable due to a broken segment of its drive sprocket. In addition to this, he adds that the undercarriage is beginning to show a lot of wear; it is unknown at this time whether this undercarriage will need to be replaced also and if so, could potentially cost nearly as much as repairing the newer machine. He asks the Board for direction on the back-up loader; do they wish to authorize whatever necessary repairs are needed? Administrator Prosisie will bring the repair estimates to the Board when they are received.

6 – Nottoway County Planning Commission: Administrator Prosisie announces the recent death of Commission member Mac Dews and advises Supervisor Roark that he may wish to confer with the Crewe Mayor to find a new member from Crewe. He reports that the Planning Commission did not meet for its regular meeting this month but the Comprehensive Plan Committee will be meeting with staff from the Commonwealth Regional Council on Monday, April 19, 2021 at 7 PM in the Nottoway County Health Department Conference Room to continue working on the complete Comprehensive Plan revision. Chairman Vaughn asks Supervisor Roark to provide a report on this meeting in May.

7 – Building Inspector's report: report period March 2021

8 – Animal Control Officer's (ACO) Report: report period March 2021

Administrator Prosisie informs that the vacant Animal Control Officer position has been advertised; only one application has been received to date.

The Board revisits the following business:

1 – Sandy River Resolution: Administrator Prosise acknowledges the informative meeting that was held the night prior at the Pickett Officer's Club that was well attended. He informs that an amended resolution was distributed to everyone at last night's meeting and was discussed. He opens the floor to discussion from the Board.

Supervisor Roark makes a motion to approve the resolution granting support to Prince Edward County's proposal to explore the concept of a mutually beneficial regional public water system; the amended version. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

(SEE PAGE THRU PAGE
FOR RESOLUTION
GRANTING SUPPORT AND CONSENT TO PRINCE EDWARD COUNTY'S
PROPOSAL TO EXPLORE THE CONCEPT OF A MUTUALLY BENEFICIAL REGIONAL
PUBLIC WATER SYSTEM)

2 - Cell Tower Request: Special Exception Request: Request from David Amory, agent for Tillman Infrastructure, LLC to place a communications tower on property located off McCune Road in Blendon District. The property is zoned A-1 Agriculture and is owned by Shirley S. Daniel. This request is made pursuant to §2-1-4-11 of the Nottoway County Zoning Ordinance – Uses Permitted by Special Exception – Telecommunications Tower – freestanding

Lisa Murphy, a representative for Tillman Infrastructure, LLC, provides a brief overview of the Tillman request; she also reminds there were no citizen objections.

Vice Chair Shekleton asks Ms. Murphy if it is accurate that Tillman has identified another existing site near Burkeville for a new tower that would be less than one half mile from an existing tower. Ms. Murphy confirms that Tillman is looking for other sites within the County, and throughout Virginia.

Vice Chair Shekleton asks if Tillman has any plans to establish communications with Verizon; to discuss any grievances they may have with the current SBA tower. Ms. Murphy explains that Verizon has the same relationship with Tillman as AT&T; looking for ways to reduce cost and that they have reached out to them.

Vice Chair Shekleton asks for confirmation that due to the size of the proposed new tower, and the current regulations of the Nottoway County Zoning Ordinance, Tillman would be required to have additional lighting on this tower. Ms. Murphy answers yes; that is correct.

Vice Chair Shekleton asks Ms. Murphy for a response to a statement that has been made related to Tillman Infrastructure; Tillman's business model is to target companies like SBA and build redundant towers in extremely close proximity to existing infrastructure with a promise of cost savings passed along to subscribers. Ms. Murphy explains that Tillman's business plan is to work with the wireless carriers (AT&T in this case) to help them reduce their infrastructure costs; which is one of their highest expense items.

Vice Chair Shekleton asks for confirmation that local subscribers will not see any cost savings with the construction of the new tower. Ms. Murphy explains that a reduction in overall market costs for the wireless carriers would eventually be felt, in some way, by the consumers.

Supervisor Roark states that the proposed tower is extremely close to his residence, and as a result he spoke with other residents of the neighborhood. He reports that they expressed concerns, many suggesting they were not aware of the Tillman tower request. He asks Ms. Murphy how much time would pass before their proposed new tower would become outdated; the current SBA tower has been in place for 15 years. Ms. Murphy explains that it is not a matter of the tower itself becoming outdated, it is the equipment that is placed on the towers as well as the height.

Supervisor Roark reiterates previous comments that savings are not passed on to the customers; suggests because no bills are lowered as a result of new towers. Ms. Murphy states that a customer's bill would not be reduced by the carrier's ability to provide the service would increase.

Supervisor Roark asks Ms. Murphy what happens to unused towers. Ms. Murphy states that, in following the County's Zoning Ordinance, if a tower is not used in a period of 24 months it would be removed.

Supervisor Roark asks Ms. Murphy for her opinion on what the best long-term solution was for Nottoway County residents when considering broadband options and wireless reception. Ms. Murphy suggests that it would be a combination of fixed wireless, like the proposed tower, and local broadband providers. She adds that she is working with a number of broadband providers that are reaching out to the local Electric Cooperatives because they are receiving funding for broadband infrastructure.

Mr. Ed Donahue, a representative of the existing McCune Road tower owner SBA, is present as well and suggests the real question about the proposed Tillman tower is a rent question. Mr. Donahue suggests to the Board that existing towers and respective colocations should take precedence over any newly proposed tower. Additionally, he comments that there may actually be three existing tower sites in Nottoway that Tillman is considering.

Ms. Sandy Ballou, a representative from AT&T, is present to answer any questions the Board may have. Supervisor Roark asks why AT&T has not reached out to SBA to re-negotiate their existing contract. Ms. Ballou explains that their current agreement with SBA has been under re-negotiations for several years now and explains the process of such circumstances.

Supervisor Roark asks, if a new agreement was approved soon with SBA, would AT&T then reach out to them in lieu of supporting a new tower. Ms. Ballou explains that answer would depend on timing. She states that AT&T would like to bring new technologies to a tower sooner, rather than later, and Tillman's proposed new tower makes that possible. Supervisor Roark questions what would happen if future technology required the tower be 300' as opposed to 200'; how would AT&T proceed. Ms. Ballou states they would try to re-negotiate with the tower owner first.

Vice Chair Shekleton asks Ms. Ballou if it is accurate that AT&T contracted with SBA to upgrade the existing tower equipment in 2018. Ms. Ballou answers yes, they did and a lease amendment was made at that time. Vice Chair Shekleton asks if AT&T has an exit clause in their lease with SBA; allowing them to exit at any time. Ms. Ballou explains the least terms.

Vice Chair Shekleton asks Ms. Ballou if the existing SBA tower provides efficient coverage for the needs of AT&T currently. Ms. Ballou explains that the existing tower provides sufficient coverage for the technology that is currently on it. Vice Chair Shekleton asks if AT&T has a national directive in place; no more tower modifications due to cost. Ms. Ballou is not able to provide any information on this.

Vice Chair Shekleton asks if the increase in rent proposed by SBA on the existing tower is the reason AT&T is asking for the new tower. Ms. Ballou cites life cycles of towers and advancing technology needs, along with new programs for customers as the main reasons. She adds that any changes they make on the existing tower reflects an increase in rent.

Supervisor Roark states he has only one concern, the residents of McCune Road were not given any notice and he would like to have time to speak with them before taking action. He asks that the Board consider tabling a decision until the May regular meeting. Vice Chair Shekleton is in favor of tabling action until May and expresses concern for setting a precedence for redundant applications if the Tillman request is approved.

Supervisor Bowen states that he has concerns about a potential conflict of interest if he votes on the Tillman request. He explains that one of the additional sites Tillman is considering in the County is owned by one of his immediate family members. He asks Attorney Giles to provide her opinion on this before the May regular meeting.

3 – RMM/Animal Shelter Report: Vice Chair Shekleton informs that the first draft of the program report is available and they have been trying to schedule a meeting with the Architect. She reports that the CARES Committee has been very actively gathering information on funding opportunities and grants.

4 – IDA Appointment: Supervisor Simmons makes a motion to appoint Jackie Green-August, who resides at 5963 Namozine Road, Crewe, to the Nottoway County Industrial Development Authority. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 – Rebranding Interviews (Schedule): Administrator Prosise explains that now that the Board is nearing the end of its Budget meetings, they need to schedule interviews with the selected website rebranding companies. Chairman Vaughn states that he will work with Administrator Prosise and schedule these interviews.

6 – After Action Report (AAR): Administrator Prosise, stating that the Board has had ample time to review the ice storm's after-action report produced by Lee Williams of the Virginia Department of Emergency Management (VDEM), asks if they are interested in the offer from Donna Pletch of VDEM to have the AAR expanded with an implementation schedule for the actions that need to be improved.

Chairman Vaughn suggests that he would like to have a work session to discuss the report; doesn't see a need for the additional efforts offered by Mrs. Pletch. Vice Chair Shekleton agrees with Chairman Vaughn and suggests it may be better to hold a work session on the document after hiring an Emergency Services Coordinator. Supervisor Bowen suggests there may be improvements or changes that can be made, as a result of the AAR, that wouldn't need to be delayed until after hiring a Coordinator. Supervisor Roark suggests adding this to a future work session; to allow the Board ample time for discussion.

The Board considers the following new business:

1 – Landfill Billing Proposal: Administrator Prosise explains that the Administration Office has been trying to improve on many of its procedures over the last few months; he acknowledges the monthly and tedious Landfill billing, stating that it is both a time consuming and often inefficient process. He calls on County staffer Logan Presley, who handles the billing, to describe a solution she has found that may provide a more efficient method. Information has also been provided to the Board for their review.

Mrs. Presley briefly outlines the monthly billing process to include the negative aspects of the job. She explains the Creative Info Systems Scale Management Software and how it can make the process more time efficient and accurate. She informs that the software pricing is either quarterly at \$4,773.60 or by purchasing a perpetual license agreement at a cost of \$13,120. The License option would require purchasing any future updates or maintenance. There is an upfront deposit of \$1,326 if the quarterly billing option is chosen, as well as a 36-month commitment.

Supervisor Simmons makes a motion to authorize the purchase of the Creative Info Systems Scale Management Software perpetual license. The motion received a second from Supervisor Roark. Supervisor Roark then questions if this is being done the correct way in relation to procurement or should request for proposals be sought. Attorney Giles responds that bids would indeed need to be sought from other similar or comparable vendors. As a result of that answer, Supervisor Roark withdraws his second to Supervisor Simmons' motion. Supervisor Simmons withdraws her motion.

Supervisor Simmons makes a motion to authorize the acquisition of Landfill billing software. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Cox Road Water Line: Administrator Prorise informs that Chairman Vaughn has instructed staff to gather information concerning this request from the Town of Blackstone and citizens from Cox Road; U.S. Highway 460 Business east of Blackstone

Chairman Vaughn reports that there are approximately 34 families that live on Cox Road and some of them have contacted the County wishing to have the Town of Blackstone water line extended down Cox Road past the Town's corporate limits. Chairman Vaughn reiterates comments made at previous meetings that Nottoway County does not own any water lines and any municipal water supply would have to be provided by the Town of Blackstone. He continues by explaining that if the Town approved the water line extension to the Cox Road residents, all said residents would be connected and would be required to pay a monthly water bill regardless of use. Chairman Vaughn informs that the Town of Blackstone has made a request to the County to mandate the water line connections for every residence and Business. It is explained that mandating the connections allows for amortization of the expense for the install of the line extension. Chairman Vaughn encourages the Cox Road residents and business owners to complete the survey they were sent by the County so an informed decision can be made.

Supervisor Roark makes a motion to schedule a public meeting for the public to discuss mandatory connections on Cox Road, north of the Town of Blackstone; the addresses will be identified on that stretch of road prior to the public meeting with proper notice served to affected properties prior to the public meeting. Furthermore, during this time, this is to be done in conjunction with the Planning Commission, to identify any and all zoning ordinances that may require the Board of Supervisors to hold a public hearing as required. The Planning Commission and/or Administration Office will help to identify all provisions that may, or will, be required to satisfy all proper or legal requirements moving forward.

Chairman Vaughn reminds that the area being discussed is in his District and he would like to proceed with his plan for the surveys; and to continue working with the Town of Blackstone as he has in the past. Supervisor Bowen offers a second to Supervisor Roark's motion. Supervisor Roark explains that his only concern with the Survey was the fear that the Cox Road residents would throw the survey away thinking it is potential junk mail. Chairman Vaughn informs Supervisor Roark of actions taken on this same issue years past and explains that he will be the County representative working with these residents.

As a result of discussion, Supervisor Bowen withdraws his second to Supervisor Roark's motion. The motion dies for lack of a second.

Letter – Linda Hines, owner of 2127 Cox Road: requests the Board's attention to the ongoing water issue for the residents located on Cox Road, specifically requesting the Board to discuss the matter during its April meeting. She explains that there have been multiple communications to the Board and Mr. Vaughn without a response; she attaches those previous communications to her letter.

3 – Ice Storm Compensation: Administrator Prorise explains that Finance Director Katy Tomer has provided the breakdown on the overtime required by the historic ice storm in February. The itemization shows how comprehensive and complicated the County's Emergency Operations Center response was during those two plus weeks. He thanks all of the employees for going above and beyond their regular job duties without complaining.

Supervisor Simmons makes a motion to appropriate the \$21,392.73 needed to pay the 43 employees for their overtime during and after the ice storm. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – County Administrator search: Vice Chair Shekleton informs there have been 16 resumes received to date, in response to the employment ad, and states the Board needs to schedule a closed session meeting to discuss them; sooner rather than later. Administrator Prorise will assist in scheduling this meeting. He adds that there may be additional issues that will require a closed session.

The Board heard the following reports, requests or recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff – nothing to report

3 – Ellen F. Myatt, Treasurer – not in attendance

4 – Christy A. Hudson, Commissioner of the Revenue – not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney – reports that the first jury trial was successfully completed and all the newly installed equipment worked great

Supervisor Bowen asks Attorney Watrouss, as a result of rumors that the Board/County is under an official State Police investigation for procurement violations, why he has not been contacted in regards to it; as a Board member. Attorney Watrouss explains that those types of actions are done during different times for different investigations.

Supervisor Roark asks Attorney Watrouss if the Circuit Court recently had a case that had to be moved to Dinwiddie County due to handicap accessibility. She replies that she is not aware of this happening and informs the building has an elevator that is used in these circumstances.

The Board considers the following CONSENT CALENDAR items:

1 – Budget Adjustment – Library - \$851.40

REVENUES:

3-100-33050-0001	Library Grants	<u>\$851.40</u>
	(Cook Family Foundation Grant)	<u>\$851.40</u>

EXPENDITURES:

4-100-73010-8003	Library Technology Budget	<u>\$851.40</u>
		<u>\$851.40</u>

2 – Budget Adjustment – Sheriff - \$735.00

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$735.00</u>
		<u>\$735.00</u>

EXPENDITURES:

4-100-31020-5409	Police Supplies	<u>\$735.00</u>
		<u>\$735.00</u>

3 – Budget Adjustment – School - \$3,200.00

REVENUES:

3-201-33084-0425	CARES Grant – Student Growth	<u>\$3,200.00</u>
	Assessment & Allignment (Duplicate)	<u>\$3,200.00</u>

EXPENDITURES:

4-201-61310-3000-200-500-587	Elementary Purchased Services	<u>\$1,600.00</u>
4-201-61310-3000-300-500-587	Secondary Purchased Services	<u>\$1,600.00</u>
		<u>\$3,200.00</u>

4 – Budget Adjustment – Fire Services - \$36,106.00

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	<u>\$36,106.00</u>
	(FY21 Dept. of Fire Programs Funds)	<u>\$36,106.00</u>

EXPENDITURES:

4-100-32030-5604	VFD Contributions – Operations	<u>\$36,106.00</u>
		<u>\$36,106.00</u>

5 – Budget Transfer – Correction & Detention - \$75,000.00

6 – Refund of Permit Fee (permit number 34-2020) in the amount of \$113.22 to GOFF

Supervisor Roark makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Prosis presents the following information items:

1 – American Rescue Plan – VA07 Impacts

2 – Commonwealth Regional Council March 2021 Items of Interest

3 – Citizen Richard ‘Ricky’ Rash letter to Southside Electric Cooperative (SEC); expressing concerns of members of SEC regarding ongoing governance and operating procedures

4 – Letter – Mayor Phil Miscovic, Town of Crewe: expressing appreciation for the efforts of County leadership and staff in response to the ice storm in February

5 – Marcus Alert System: Information relating to the development of a plan to implement the System; overview of the System and local requirements

Administrator Prosis presents the following correspondence:

1 – Virginia Tobacco Commission Revenue Sharing – Blackstone Project: Administrator Prosis reminds the Board of his advisement, more than a year ago, to the fact that future grants from the Tobacco Commission will require some form of revenue sharing from the grantee to the Tobacco Commission. He informs that the Town of Blackstone has applied for and received approval for a grant application from the Tobacco Commission; the Commission wants a portion of the tax revenue produced as a result of their grant. He adds that the revenue generated will affect both the Town and the County.

Administrator Prosis clarifies that there is no set policy on how to handle this situation; especially a project where the County was not a party to the grant request. He asks if the County wishes to contribute a portion of the 5% annual net local tax revenue as required by the Tobacco Commission for Blackstone’s grant.

Chairman Vaughn suggests the County should participate with this. Supervisor Roark agrees. Administrator Prosis states he will reach out to Blackstone Town Manager Philip Vanoorbeeck and bring back options to the Board.

2 - Letter – Virginia Department of Environmental Quality – Shawn Weimer, Land Protection Program Manager, Piedmont Regional Office; warning letter for possible violations relating to the following:

A – blown litter noted in numerous locations around the Landfill; the storm water channel that runs parallel to the northern leachate holding pond, within the woods to the north side of the landfill, adjacent to the groundwater monitoring wells, in the trees near the access road, along the southern access road leading to the workface

Administrator Prosis explains this is a direct result of not getting inmate work crews; he has made contact with Warden Davis and is hopeful to get the crews back in place at the Landfill in May.

B – gas odors were noted on the southern toe of Cell 4 which was determined to come from a leachate cleanout pipe that was constructed of slotted pipe

C – appears that soil was used to cover material; however, no 3-day stock pile was located near the workface due to equipment breakdown

Administrator Prosis explains the inspection was performed immediately following extensive rains and there was no sufficient dry cover material to use; as the soil has dried out this issue has been rectified.

D – last waste placed on top of Cells 1-4 was July 30, 2020; apparent that no intermediate cover had been applied as waste flagging, tires, rills, and ponding was noted over the vast majority of the top deck

E – workforce appeared to be larger than practicable according to the Operations manual

F – Leachate management issues noted during the inspection entailed leachate depth markers previously placed within the impoundment to indicate freeboard height were missing

Administrator Prorise explains that unprecedented amounts of rain directly attributed to this; the pond is currently back to acceptable levels. He adds that this problem can be reduced, if not alleviated, if the County can purchase its own leachate truck. Additionally, he informs that the County’s Landfill engineering firm, Draper Aden Associates, has prepared an official response letter to DEQ that includes pictures.

3 – Sheriff Request letter: Sheriff Jones is requesting approval to use currently budgeted funds in the Central Dispatch salary line to provide three County funded Dispatchers with a salary increase to be effective April 01, 2021. Additionally, he is requesting approval to carry over at least \$4,500 of the vacancy savings available to fund the proposed increases for the next two years with the understanding that the County would fund the increases after year two; the request is only for the current county positions, not for new hires.

Supervisor Roark makes a motion to approve the Sheriff’s request. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Distribution of Vehicle License Fee for Fiscal Year 2020/2021 - \$191,021.00 (Receipts through April 30, 2021):

Distribution:	
Burkeville Rescue Squad	\$10,405.50
Nottoway County Rescue Squad	\$41,622.00
Blackstone Volunteer Fire Department	\$52,027.50
Burkeville Volunteer Fire Department	\$52,027.50
Crewe Volunteer Fire Department	\$52,027.50

Supervisor Bowen makes a motion to approve the distribution of the vehicle license fees as presented. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 – Courthouse Complex Repairs Bid Result: Administrator Prorise informs there were no responses to the last advertised request for bids and asks the Board how they wish to proceed; immediately readvertise, wait and advertise at a later date, or use an alternate method to get the work done.

Attorney Giles explains that so long as the process is competitive, and a sufficient number of bids are received, the County, at this point, can legally reach out to vendors that could potentially complete the work. Supervisor Roark states he would be okay with Administrator Prorise doing this. Administrator Prorise suggests having the County Building Official handle the task of reaching out for bids as he established the original scope of work and is familiar with most of the qualified local contractors.

6 – 1998 International Roll-Off Truck Bid Result: Administrator Prorise reports that only one bid was received for \$2,850. Supervisor Roark makes a motion to accept the offer. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

7 – Library Surplus Items: Administrator Prorise explains the Library has a number of items that are inoperable or obsolete that need to be disposed of. Supervisor Simmons makes a motion to dispose of the surplus items in the Nottoway County Landfill. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

8 – RFP Employee Benefits Brokerage & Consultant Services: Administrator Prorise informs that an advertisement has been placed in the Richmond Times Dispatch for these services; the submission deadline is April 30, 2021. He will bring the results to the Board.

9 – Bowling Center Fire Protection: Administrator Prorise explains that the County has been notified that the automatic notification system for fire protection monitoring is no longer operational; the monitoring company has suggested moving forward with monitoring via a cellular communicator.

Finance Director Tomer explains that the phone lines that were being used for the monitoring service has been disconnected by the tenant in efforts to reduce operating expenses until a lease is renewed and he can again become operational. Supervisor Bowen asks for confirmation that the tenant is still paying for electricity and other services but currently has no lease to operate. She answers that is correct.

Administrator Prorise interjects that one of the major issues is that all of Pickett Park is under the ownership of the Fort Pickett Local Redevelopment Authority (LRA). He asks Attorney Giles to provide additional information as she has been researching the matter. Attorney Giles confirms that she has done the research mentioned and recommends that the Board schedule a meeting of the LRA for after it Board meeting on April 29, 2021. She additionally explains the legalities involved in the historical establishment of the LRA and how to move forward.

Administrator Prorise states that it is essential that the Nottoway Lanes building be monitored for fire protection and encourages them to authorize the install of the cellular communicator previously mentioned. Attorney Giles suggests that the LRA can ratify any action taken tonight, at its meeting next week. Supervisor Bowen makes a motion to approve the install of the cellular communicator for the purpose of continuing the Nottoway Lanes fire protection monitoring. The motion received a second by Supervisor Simmons.

S. W. Bowen	Yes
J. A. Roark	No
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Roark asks to discuss an item that was included in the information items; the Rash letter to Southside Electric Cooperative (SEC). He urges that the County needs some factual data from SEC in order to be better prepared in the future should shelter operations be required, as well as for updates to the County's Emergency Operations Plan. Additionally, he asks if the number of building permits has decreased due to the increased meter fees assessed by SEC three to five years ago. He acknowledges an invitation to SEC by the Nottoway County Planning Commission to meet with them at one of its regularly scheduled evening meetings; they declined the invite and offered to meet at their facility during the day. He expressed a number of other concerns as well to include pricing that is seemingly discriminatory to low-income homes and borderline discriminatory verbiage in their by-laws.

Supervisor Roark, citing specific examples supporting his action, makes a motion to remove the law firm of Sands Anderson as the County's legal firm. His motion dies for lack of a second.

Supervisor Roark makes a motion to seek requests for proposal for legal services, with a specialty in County law. His motion dies for lack of a second.

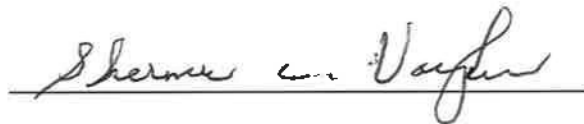
Administrator Prorise addresses some of Supervisor Roark's comments about Southside Electric Cooperative to include the Commission's research into other Cooperative's pricing and the declined invitation to meet with the Commission. He informs that Mr. Lenhart will be invited to make a presentation at the May Board meeting.

Supervisor Bowen asks Administrator Prorise if the County sent a resolution of appreciation to the widow of Planning Commissioner Mac Dews. He confirms that he did send a letter from the County but not a resolution. Supervisor Bowen requests that a resolution be drafted.

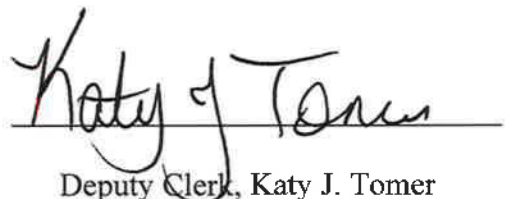
Supervisor Bowen acknowledges Supervisor Roark's comments about the County's legal representation and exclaims that as long as he is a member of the Board, he will have a lawyer. Chairman Vaughn expresses displeasure with the way County leaders and staff have been treated by the Public; he reiterates his request for civility. Supervisor Simmons takes exception to citizens that are not from Nottoway County telling the Board how it should handle things in the County. She does acknowledge, however, that the Board and the County has improvements to make.

Vice Chair Shekleton expresses appreciation for Attorney Giles; for the assistance and expertise she has offered the Board. Chairman Vaughn and Supervisor Roark engage in an unfortunate verbal exchange.

Administrator Prorise announces the public hearing on the proposed budget for fiscal year 2021/2022 scheduled for the next Thursday, April 22, 2021. There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 9:42 PM until April 22, 2021 at 7:00 PM in the General District Courtroom.



Chair, Sherman C. Vaughn



Deputy Clerk, Katy J. Tomer

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18TH DAY OF FEBRUARY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, CLERK

RESOLUTION GRANTING SUPPORT TO
PRINCE EDWARD COUNTY'S PROPOSAL TO EXPLORE THE CONCEPT OF A
MUTUALLY BENEFICIAL REGIONAL PUBLIC WATER SYSTEM

WHEREAS, it is well known that the availability of an affordable and reliable public water supply can provide public health benefits and attract economic development; and

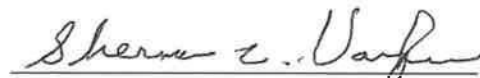
WHEREAS, regional public water supply systems present an opportunity to take advantage of economies of scale and neighboring jurisdictions' water supply assets to provide the benefits of a public water system at a lower cost to users than smaller, localized systems; and

WHEREAS, Prince Edward County has engaged in discussions with the Towns of Burkeville, Crewe, and Blackstone, and certain institutional entities in Nottoway County, to explore the concept of a regional public water system capable of supplying water from the Sandy River Reservoir in Prince Edward County to users in Nottoway County and elsewhere; and

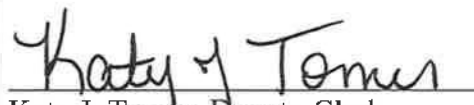
WHEREAS, in accordance with Virginia Code §15.2-2143, Prince Edward County has notified the Board of Supervisors of Nottoway County that, at the appropriate time, Prince Edward County intends to request consent from Nottoway County to construct and operate a public water system in Nottoway County to serve any federal or state institutional entity or any municipality that finds it beneficial to be served by the proposed regional system and which enters into a water supply agreement with Prince Edward County for that purpose.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Nottoway, Virginia expresses its support for further discussions among Prince Edward County, Nottoway County, institutional entities and municipalities in Nottoway County, and possibly other parties regarding a regional public water supply system that would benefit many entities and parties, including the citizens of Nottoway County.

Approved this 15th day of April 2021.


Sherman C. Vaughn, Chairman

Attest:


Katy J. Tomer, Deputy Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			MARCH 31, 2021
BALANCE FEBRUARY 26, 2021			\$ 20,824,207.02
CURRENT LEVY		138,114.06	
DELINQUENT LEVY		29,778.96	
LAND REDEMPTION		982.51	
PENALTIES		15,728.38	
INTEREST ON DELINQUENT TAXES		8,793.61	
RECORDATION TAXES		4,633.67	
BUSINESS/PROFESSIONAL LICENSES		119,561.09	
DMV RELEASE FEES		8,504.38	
VEHICLE LICENSE FEES		14,185.12	
DOG TAG SALES		2,820.00	
CREDIT CARD USE FEES		1,910.46	
TRANSFER FEE		33.30	
ZONING ADVERTISING FEE		400.00	
BUILDING PERMITS		9,974.50	
RENTAL INSPECTION FEE		50.00	
CONCEALED WEAPONS PERMIT		475.00	
SEPTIC TANK PERMITS		90.00	
DOG PICKUP FEE		15.00	
BOARDING OF DOGS		25.00	
DOG ADOPTION FEE		10.00	
DONATIONS		10.00	
EROSION & SEDIMENT CONTROL		450.00	
LAW LIBRARY FEES		139.30	
COURT FINES & FOREITURES		748.60	
COSTS OF COURT FEES		297.12	
COURTHOUSE SECURITY FEE		887.34	
JAIL ADMISSION FEE		50.00	
COMMONWEALTH'S ATTORNEY		96.80	
DNA FEES		14.25	
INTEREST ON BANK DEPOSITS		2,456.46	
RENT-GENERAL PROPERTY		2,117.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		23,981.50	
RENT--PICKETT PARK LODGE		26,457.72	
RENT-PICKETT OFFICERS CLUB		780.00	
SBI RENT		1,585.54	
FORFEITED ASSETS-C. ATTORNEY		187.92	
MISCELLANEOUS / LIBRARY		310.00	
RECOVERED ADVERTISING COSTS ON DEL. TAXES		146.60	
RECOVERED/TAX AD		1,236.53	
MISCELLANEOUS UNDEFINED		47,569.75	
GRANTOR'S TAX		1,019.82	
LOCAL SALES TAX		99,693.87	
MOPED/ATV SALES TAX		1,280.83	
GAMES SKILL TAX		3,456.00	
REIMB: COMMONWEALTH ATTORNEY		16,550.05	
REIMB: SHERIFF		70,865.86	
REIMB: COMMISSIONER OF REVENUE		7,001.75	
REIMB: TREASURER		7,135.70	
REIMB: CLERK		16,609.90	
REIMB: VCBR@PRJ		44,603.22	
COMPREHENSIVE AT RISK		30.00	
PUBLIC ASSISTANCE GRANT		122,078.68	
ADD BACK VOID CHECK		294.04	861,470.90
			\$21,685,677.92
DISBURSEMENTS:			
WARRANTS/CHECKS	623,329.87		
			\$623,329.87
BALANCE MARCH 31, 2021			\$21,062,348.05
	E911 SURCHARGE	\$268,693.10	

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

INVESTMENT REPORT		MARCH 31, 2021	
BALANCE FEBRUARY 26, 2021			\$17,404,171.45
MONEY MARKET ACCOUNT			\$10,013,609.30
CITIZENS BANK & TRUST		\$10,013,609.30	
CERTIFICATES OF DEPOSIT			
BENCHMARK COMMUNITY BANK	6/20/2021	1,000,000.00	
BENCHMARK COMMUNITY BANK	6/3/2021	2,000,000.00	
BENCHMARK COMMUNITY BANK	6/3/2021	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	100,000.00	
CITIZENS BANK & TRUST	9/13/2021	<u>1,293,633.88</u>	<u>7,393,633.88</u>
BALANCE MARCH 31, 2021		\$17,407,243.18	\$17,407,243.18

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LANDFILL FUND REPORT:

MARCH 31, 2021

BALANCE FEBRUARY 26, 2021 - \$208,276.19

RECEIPTS:

COMMUNICATIONS TAX	\$15,584.30	
UTILITY TAX	\$15,216.92	
USE OF LANDFILL	\$39,708.33	
ADD BACK VOID CHECKS	\$1,071.27	<u>\$71,580.82</u>
		- \$136,695.37

DISBURSEMENTS:

WARRANTS/CHECKS	\$70,646.83	<u>\$70,646.83</u>
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BALANCE MARCH 31, 2021 - \$207,342.20

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
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ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

MARCH 31, 2021

TOWN OF BLACKSTONE	\$15,464.56
TOWN OF CREWE	11,911.22
TOWN OF BURKEVILLE	1,901.79
GENERAL FUND	<u>99,693.87</u>
	\$128,971.44

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NOTTOWAY COUNTY
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ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

MARCH 31, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2021	\$5,228,188.29	
BALANCE MARCH 31, 2021			\$5,228,188.29

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

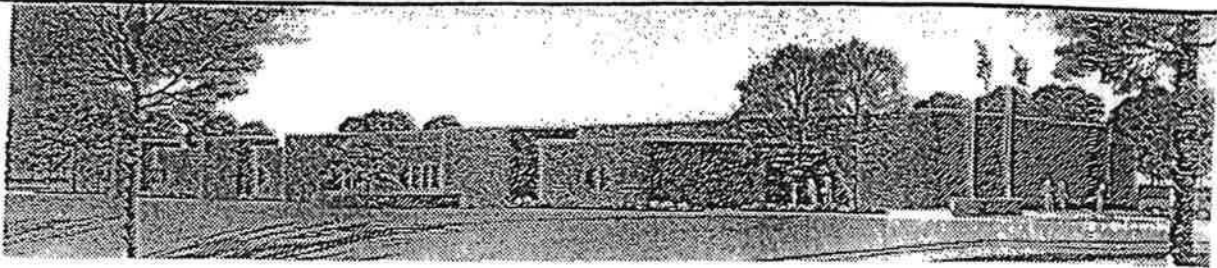
MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

SCHOOL FUND REPORT:	MARCH 31, 2021
BALANCE FEBRUARY 26, 2021	\$0.00
RECEIPTS:	
CASH RECEIVED	\$1,726,179.68
TRANSFER FROM GF	\$0.00
ADD BACK VOID CHECKS	\$17,758.82
	<u>1,743,938.50</u>
	\$1,743,938.50
DISBURSEMENTS:	
OPERATING EXPENSES	\$267,305.78
PAYROLL/ACH DEBIT	\$1,451,263.82
	<u>1,718,569.60</u>
BALANCE MARCH 31, 2021	\$25,368.90

CAFETERIA FUND REPORT:	MARCH 31, 2021
BALANCE FEBRUARY 26, 2021	\$385,929.93
RECEIPTS:	
CASH RECEIVED	\$46,081.43
	<u>\$46,081.43</u>
	\$432,011.36
DISBURSEMENTS:	
OPERATING EXPENSE	35210.08
PAYROLL/ACH DEBIT	\$39,402.54
	<u>\$74,612.62</u>
BALANCE MARCH 31, 2021	\$357,398.74

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

MARCH 31, 2021

BALANCE ON FEBRUARY 26, 2021 \$897,167.55

RECEIPTS:

DEPOSITS	80,653.82	
INTEREST	7.73	80,661.55
		<u>\$977,829.10</u>

DISBURSEMENTS:

DEBIT MEMOS	11,813.89	
ACH PAYROLL	19,737.14	
WARRANTS/CHECKS	157,244.08	
SERVICE CHARGES	47.21	
		<u>188,842.32</u>

BALANCE MARCH 31, 2021 \$788,986.78

INVESTMENT @ CITIZENS BANK & TRUST CO. \$10,574.27

AT A RECESSED MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 29TH DAY OF APRIL IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, COUNTY ADMINISTRATOR
KATY J. TOMER, FINANCE DIRECTOR
VIVIAN S. GILES, COUNTY ATTORNEY

Chairman Vaughn called the meeting to order at 7:00 P.M.

Supervisor Bowen makes a motion to adopt the Budget as advertised, as discussed in the earlier meeting with the agreement that there may be line-item changes throughout the Fiscal Year. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons makes a motion to set the tax rates as advertised. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

(SEE PAGE THRU PAGE
NOTTOWAY COUNTY BUDGET
FOR THE FISCAL YEAR
ENDING JUNE 30, 2022)

Supervisor Bowen mentions the previous productive meeting; states the Board held robust conversation. He explains that the Board held discussions on the funds it has placed in Capital Outlay, the funding needs of the Town of Blackstone pending a successful application for federal funding to assist with the purchase of a ladder truck, and future equitable funding for County rescue services. Supervisor Roark interjects that they also discussed employee salaries. Supervisor Bowen clarifies that the funding for proposed salary increases has been included in the total budget but the individual salary increases proposed will be reevaluated before approved.

Attorney Giles recommends the Board make a motion to approve the across-the-board 5% salary increases. Supervisor Bowen makes a motion to approve a 5% salary increase for all employees effective July 01, 2021; with no other changes being approved at this time. The motion received a second from Supervisor Simmons.

Supervisor Roark asks what happens to the funds in the Budget that were for salary increases above the 5%. Attorney Giles answers that those funds remain in the respective line items until such time as the Board makes changes to salaries. Supervisor Roark explains his question, stating that he stands firm in the fact that the employees need to be paid up to what the salary study recommended plus whatever increases they would have incurred since that time. Attorney Giles explains that the purpose for only authorizing the 5%, at this time, is to allow for further evaluation of the positions for accuracy.

Following a voice vote, Supervisor Bowen's motion to approve the 5% salary increases carried as follows:

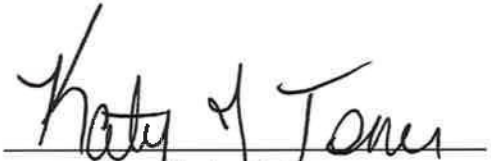
S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons makes a motion to adjourn the meeting. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 8:15 P.M.


Chairman, Sherman C. Vaughn


Deputy Clerk, Katy J. Tomer

AT A MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 29TH DAY OF APRIL IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, COUNTY ADMINISTRATOR
KATY J. TOMER, FINANCE DIRECTOR
VIVIAN S. GILES, COUNTY ATTORNEY

Chairman Vaughn called the meeting to order at 3:00 P.M.

Supervisor Steve Bowen provided the invocation. Chairman Vaughn led everyone in the pledge of allegiance to our flag.

Chairman Vaughn opens the floor for a motion to approve the meeting agenda. Supervisor Simmons states that there needs to be an additional code section added to the closed session; Code of Virginia §2.2-3711 A 29 – subject to consider contracts for organizational assessment, zoning and planning, and other administration services. Attorney Giles recommends that Supervisor Simmons read the code section.

Supervisor Simmons reads aloud Code of Virginia §2.2-3711 A 29; discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Supervisor Bowen moves to approve the meeting agenda with the addition of §2.2-3711 A 29 as a matter to be discussed in closed session. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons makes a motion to enter closed session pursuant to Code of Virginia § 2.2-3711 A 1, discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; specifically consideration of prospective candidates for County Administrator and possible interview candidates for County Administrator, § 2.2-3711 A 6, discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected; specifically consideration of consulting and other services related to the County Administrator position and recruitment and organizational assessment, and § 2.2-3711 A 29, discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Supervisor Simmon's motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board entered closed session at 3:05 PM.

The Board returned to open session at 5:05 PM

Supervisor Bowen moves that Nottoway County Board of Supervisors certify that to the best of each members knowledge only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in a closed meeting to which this certification resolution applies. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Nottoway County Board of Supervisors and no action was taken in the closed session regarding the items discussed. The motion received a second from Vice Chair Shekleton. Following a roll call vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Roark makes a motion to approve the employment agreement, as drafted, upon the terms to be finalized by Supervisor Shekleton with Mr. John Anzivino, subject to Mr. John Anzivino's confirmation, and further authorize the Chairman of the Board of Supervisors to sign the finalized agreement for the Board of Supervisors. The motion received a second from Supervisor Bowen. Following a voice vote, the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn states the Board will now discuss public comments made at the recent public hearing on the proposed Nottoway County Budget beginning July 01, 2021.

Finance Director Katy Tomer provides the Board with a brief overview of the proposed budget along with the particulars of the public comments. She begins by stating the proposed Budget is balanced at \$39,996,306; using \$1,279,297 from the reserves with no change in the tax rates. She continues by providing a rundown of the public comments:

- Burkeville Fire Chief John Schutt – seeking additional funding for Burkeville Rescue; explains his calculations reflect a cut to his funding over the years

- Citizen letter from Tony Bradford – supporting Chief Schutt’s request as well as seeking 10% additional funding for Blackstone and Crewe Fire Departments for their First Responder programs, additionally seeking a one-time bonus of \$250 for all volunteer emergency services members that served during and after the February ice storm.
- Friends of the Library request for \$2,400 to assist them with paying rent that they are being charged, for the first time due to new ownership, for the space they lease to operate their used book store, *The Book End*
- Nottoway CARES Board members expressing pleasure that the Budget contained funding for the next phase of the new Animal Shelter
- Virginia Logger’s Association – seeking tax exemption on personal property and machinery & Tools used for forest harvesting
- Town of Blackstone – seeking \$200,000 funding commitment to assist them with the purchase of a new ladder truck for the Blackstone Fire Dept; would be used to offset a potential 45% match

The Board holds a discussion, beginning with Chief Schutt’s request. Supervisor Bowen explains that he asked Finance Director Tomer to contact Chief Schutt and attempt to correct the funding issue. Finance Director Tomer states that she did as requested and explains the breakdown of funding for Emergency Services; when funding is allocated for Nottoway County Emergency Squad it isn’t automatically allocated for Burkeville Rescue because Burkeville Volunteer Fire & Rescue has always been considered one agency. She suggests that the Board needs to decide whether it wants to consider Burkeville Fire Department and Burkeville Rescue as two separate entities when allocating funding.

Supervisor Shekleton asks for confirmation that it is everyone’s expectations to receive the emergency services study being conducted by the Virginia Department of Fire Programs sometime between June and July; it was answered yes this was correct. She suggests that before any changes are made to funding allocations for emergency services, to wait for the completed study. Supervisor Bowen recommends proceeding with advertisements for an Emergency Services Coordinator, and adjust funding as recommended by the completed Study from budgeted funding in capital outlay. Attorney Giles provides what the process would be should the Board choose to use the capital outlay funding for emergency services; clarifies this would not require a public hearing.

Chairman Vaughn moves on to the Friends of the Library request. Supervisor Roark states he is ok with funding their request as it provides the opportunity for low-income families to purchase books. He adds that it is his understanding that the Friends may be looking for new space that may charge less in rent, if any at all. Chairman Vaughn reminds Supervisor Roark that there are also Friends groups for the Burkeville and Crewe libraries.

Finance Director Tomer explains that any funding allocated for the Friends’ request would be in the form as a contribution, the County will not be paying their rent. Attorney Giles interjects that her current research findings support a contribution to this type of non-profit group would be allowable; they are providing a service that benefits the citizens.

Supervisor Shekleton agrees that the Friends group does provide an important service to the citizens and would be a worthwhile allocation of funding; but only for one year. Supervisor Simmons explains her issue with the Friends’ request is that it says it is for rent; this will set a precedence for other types of requests. Chairman Vaughn urges this request shouldn’t be approved. Supervisor Roark disagrees, stating that the situation the Friends’ group has been put in wasn’t of their doing; approval of this request does not establish a future obligation. He expresses his desire for the citizens to feel comfortable coming to the Board for help; whether they should or not.

Administrator Prorise explains there are a large number or organizations in the County that provide good services and approval of the Friends’ request could put into motion an influx of similar requests in future years. Supervisor Roark states that could be handled on a case by case basis.

Supervisor Bowen states the Board is entering into new territory and needs to proceed cautiously. After hearing everyone's comments, Supervisor Shekleton agrees that if the Friends' request is approved, and a precedence is set, it would become very difficult in the future to deny similar types of funding requests. The consensus of the Board is to deny the Friends of the Library funding request.

Chairman Vaughn next goes to the Virginia Logger's Association tax exemption request. Attorney Giles clarifies that if the Board were to choose to move forward with this matter they would have to advertise and hold a public hearing and adopt an ordinance; states it is not a Budget decision is it an Ordinance decision.

The Town of Blackstone request for a \$200,000 funding commitment is the next issue discussed. Supervisor Simmons suggests that with the \$1.5 million proposed allocation for capital outlay there is no reason not to approve this request. Attorney Giles suggests that the Board doesn't have to make this decision now; the funds are budgeted and the grant is still outstanding.

Supervisor Bowen agrees with Supervisor Simmons comments. He adds that a recent fire at a large County business proves the need to have such a truck in the County. Vice Chair Shekleton agrees with approval of the funding. Chairman Vaughn adds this will be a County apparatus.

Supervisor Roark agrees the truck would be an asset to the County but feels that if funding is being given to Blackstone, funding should be given to the other agencies as well; states it an equity matter. Chairman Vaughn urges this is a different situation; and states that The Mayors from both Burkeville and Crewe have expressed approval on the purchase of the truck. Supervisor Roark replies that it was reported from Blackstone Mayor Coleburn that the Crewe Mayor offered his approval only if no County funding was required. Blackstone Mayor Billy Coleburn is in attendance and offers a correction; Crewe Mayor offered his approval if no local funding is required, he can't confirm if this meant Crewe funding or County funding. Mayor Coleburn also clarifies that the purchase may not be for a new apparatus; if funding is awarded, they are allowed to purchase used.

Supervisor Roark, defends his position as being an equity issue. He does not disagree that the truck is needed in the County. He reminds the Board that the Board voted to do an equal split on the one-time funding of \$270,000 it approved earlier in the fiscal year; and suggests only approving the \$200,000 for Blackstone, with no additional for the other Departments, sends a different message.

Supervisor Bowen states it his hope that discussions like this won't be needed in the future. He suggests that with the assistance of a Emergency Services Coordinator, and better planning for a capital outlay fund specifically for emergency services, all agencies will be better able to address their funding needs as a group. Administrator Prosis reminds the Board that a Coordinator will only serve as a liaison between the agencies and the Board. Supervisor Roark states he is not opposed to reevaluating funding after the Study is completed; but urges the Board not to lose sight of the uncertainty of the Study findings.

Chairman Vaughn calls for a decision from the Board and clarifies that Blackstone is asking for this funding; no one else has asked for such funding. Supervisor Simmons reports on a recent Crewe Fire Department meeting she recently attended where membership expressed that so long as the proposed funding is approved, they have no additional immediate needs. The consensus of the Board is to approve the funding commitment to Blackstone for \$200,000 if they are successful in their application or funding; the funds to come from the budgeted capital outlay.

Attorney Giles suggests the Board take formal action approving a letter of commitment to the Town for the funding to assist with their funding application. Supervisor Bowen moves to authorize Administrator Prosise to prepare and sign a letter of commitment for Blackstone. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen acknowledges one more citizen request that needs to be discussed; the request to approve a one-time bonus of \$250 to those volunteer members who served during and after the ice storm. Supervisor Bowen states his understanding of the request was that each Department would provide the number of members that would be eligible for the bonus; continues that the Board would need that information before taking any action. Supervisor Bowen states he has no problem with that. Supervisor Simmons interjects that this decision shouldn't hold up the budget adoption process.

Vice Chair Shekleton acknowledges the proposed salaries that have been included in the Budget; specifically, the recommendations as a result of Administrator Prosise's evaluation of the staff. She suggests, that with the impending staff transitions as well as potential position restructuring, the Board approve the Budget figures that include those proposed salaries, but only approve an across-the-board salary increase of 5% with any additional merit increases being considered after the incoming County Administrator is in place.

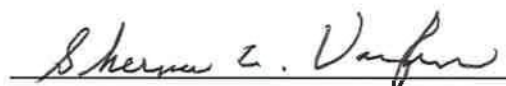
Supervisor Roark asks if a timeframe should be placed on future evaluations. Supervisor Bowen clarifies that this may happen prior to July 01, 2021 but the employees shouldn't have to wait any extensive period of time.

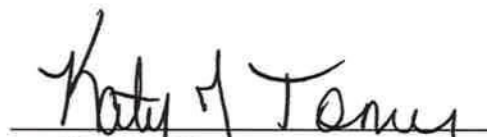
Chairman Vaughn expresses the need to schedule a work session to discuss the applicants for the vacant Animal Control Officer position as well as scheduling interviews for the County website rebranding. The Board agrees to schedule this work session for Thursday, May 13, 2021 at 6:30 P.M. in the General District Courtroom.

Administrator Prosise asks for clarification on how the applicants for Animal Control Officer will be selected; will a individual Board member review them and make the decision. Supervisor Roark interjects that the Board has tasked Vice Chair Shekleton with a great deal of responsibilities lately and he volunteers himself to review the applications.

Attorney Giles interjects that in most other localities, the Board doesn't perform these types of tasks, and recommends to allow the incoming County Administrator to do this. Chairman Vaughn expresses his desire to have Vice Chair Shekleton review the applications prior to the May 13th meeting.

There being no further business to come before the Board, Chairman Vaughn recesses the meeting at 5:56 P.M. until 7:00 P.M. in the General District Courtroom.


Chairman, Sherman C. Vaughn


Deputy Clerk, Katy J. Tomer

May 13, 2021

AT A WORK SESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 13TH DAY OF MAY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN A. ANZIVINO, INTERIM COUNTY ADMINISTRATOR
VIVAN S. GILES, LEGAL COUNSEL
KATY J. TOMER, FINANCE DIRECTOR

Chairman Vaughn called the work session to order at 7:00 P.M.

Supervisor Bowen provided the invocation. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn announces the subject matters to be discussed as the interview process for the position of County Administrator as well as the re-branding proposals for the County website.

Chairman Vaughn introduced Interim County Administrator John A. Anzivino.

Administrator Anzivino asks the Board to provide him with a date, to be ratified with a formal motion at next week's regular meeting, to schedule the interviews with the two proposers chosen by the Board for the County's website rebranding. The Board agrees on Thursday, May 27, 2021 beginning at 6:30 PM. Mr. Anzivino announces he will help them along with the interview process, including potential interview questions.

There is a general discussion concerning the possibilities with a revised website, to include potential increased content for more citizen interaction and transparency.

Administrator Anzivino begins a discussion with the Board concerning the currently vacant positions of both County Administrator and Animal Control Officer. He offers his recommendations concerning the interview/selection process for both.

Administrator Anzivino begins with the County Administrator vacancy. He explains how the hiring process has transpired to date, he provides a brief description of a typical recruitment process and offers recommendations beginning with step three of five; screening candidates, the interview process, and candidate selection. He suggests that the Board step away from the process at this point and allow him to pre-screen the applicants and narrow them down to a viable pool before bringing potential interviewees to them for consideration.

Supervisor Roark recommends moving forward with Administrator Anzivino's recommendations. Supervisor Bowen agrees with Administrator Anzivino pre-screening the applicants. Supervisor Simmons and Vice Chair Shekleton agree with the recommendations as well.

Administrator Anzivino moves on to the Animal Control Officer vacancy. He explains that there are five solid candidates to interview; he adds that he has included Senior Animal Control Officer Sheila Estes with the review and choices.

Administrator Anzivino explains to the Board that as a result of the recent resignation of the former Senior Animal Control Officer, Officer Estes assumes the position. He informs that State Code requires there be a Senior Officer and Officer Estes has been operating in this capacity without a respective salary increase. He urges the Board to consider a salary increase for Senior Officer Estes.

Supervisor Roark asks Administrator Anzivino if he would be able to provide a salary recommendation for Officer Estes at next week's regular meeting. Administrator Anzivino offers the suggestion of a four percent increase, remaining eligible for a salary increase effective July 1, 2021.

Supervisor Bowen suggests that Administrator Anzivino look into establishing an employee development program for County staff. Administrator Anzivino offers his thoughts on the training of existing staff as they are all seemingly self-taught; he suggests they have not been given the opportunity for professional development.

Supervisor Roark seeks clarification from Administrator Anzivino if he was asking the Board to establish a consensus at the night's meeting on how best to proceed on the hiring/interview process moving forward. Administrator Anzivino explains that he is placing it on the agenda for next week's regular meeting for the Board to take action; allowing each one time to digest his observations and recommendations.

Attorney Giles provides details relating to the draft Small Purchase Policy she has prepared. She explains why the adoption of such a policy can be beneficial to the County's daily operations and simplify the purchasing process for staff.

Supervisor Bowen asks Attorney Giles if standard reports could be completed on expenditures. She ensures the County's software would allow staff to prepare such reports. Supervisor Bowen asks Administrator Anzivino about his experience on small purchasing limits. Administrator Anzivino suggests that adoption of such a small purchase policy is establishing a much better practice than what is currently in place. He also states that he agrees with the policy limits as presented.

Administrator Anzivino provides the Board a briefing on the current pipeline crisis. He informs that the Pipeline was brought back online yesterday, days earlier than expected. He urges that at the local level, everyone should be reaching out in the Community urging residents not to hoard fuel. He informs the Board of conversations he has had with vital County services as well as established contingency plans.

Administrator Anzivino provides an update on the COVID pandemic. He informs there have been four Nottoway County locations selected for mobile vaccination clinics; Spring Hill Baptist Church, Crenshaw United Methodist Church, Crewe Baptist Church and Burkeville Elementary School. He explains there are expected to be approximately 50 Johnson & Johnson vaccinations available at each location.

Administrator Anzivino explains to the Board his changes to the proposed meeting agenda. Additionally, he provides a quick rundown of the key items on the agenda, to include two public hearings and a presentation from Southside Electric Cooperative relating to their restorative efforts during the February ice storm.

Administrator Anzivino concludes his comments by offering topics that he suggests the Board consider progressive motion on in the near future; items that he has identified as areas of weakness in County operations or areas for improvement:

- Digitizing County files; get public records on the website
- Volunteer help at Shelter; establish Policy regarding volunteer help
- Repairs to Courthouse facilities to include painting; better allocation of existing space
- Nearly five months out of date on the Emergency Operations Plan; will begin process working with VDEM
- Solicit RFP for Audit Services
- Solicit RFP for waste management engineering services
- Compensation Package for County employees
- Daily business being conducted without formal written policy
- Increased communications with County staff; especially after Board meetings

May 13, 2021

- Information Technology; discussing the potential for shared services with Towns of Blackstone and Crewe
- Move forward with part-time EOC; will begin getting things together
- Talks with property manager for the Fort Pickett LRA properties; incredible asset to Nottoway
- Capital strategic and financial planning
- Personnel Policy manual update

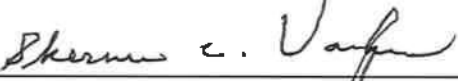
Supervisor Roark expresses appreciation for the efforts of Administrator Anzivino as well as the efforts of Vice Chair Shekleton for her work on the process of moving towards hiring a new County Administrator.

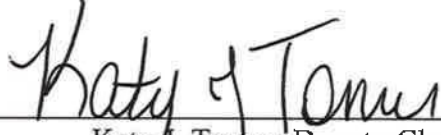
Supervisor Simmons concurs with Supervisor Roark's comments and looks forward to working with Administrator Anzivino.

Supervisor Bowen urges the Board to allow former County Administrator John Prosise participate with County business as much as possible, suggests areas where his assistance would be crucial. Administrator Anzivino informs that he has been in communications with Mr. Prosise about continuing on a consultant basis.

Chairman Vaughn thanks Administrator Anzivino for his efforts and states that he has the County moving in the right direction.

There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 8:14 PM.


Sherman C. Vaughn, Chair


Katy J. Tomer, Deputy Clerk

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 20TH DAY OF MAY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN N. PROSISE, INTERIM COUNTY ADMINISTRATOR
VIVIAN S. GILES, COUNTY ATTORNEY
KATY J. TOMER, FINANCE DIRECTOR

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided by Supervisor Bowen. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Simmons makes a motion to approve the agenda. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the April 15, 2021 work session, the April 15, 2021 regular board meeting, the April 29, 2021 meeting and the April 29, 2021 recessed meeting were presented. Supervisor Simmons moves to approve the minutes as presented. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks if there are any delegations from the Public:

Val Wilson, Chief – Crewe Volunteer Fire Department: Chief Wilson wishes to go on record declaring that Crewe Volunteer Fire Department is not opposed to Blackstone Fire Department purchasing a ladder truck. He continues by saying that what he is displeased with is the Board of Supervisors decision to give Blackstone \$200,000 without seeking any input from the Burkeville and Crewe Fire Departments. Chief Wilson claims that no one from Burkeville or Crewe Fire Departments, nor the County's Emergency Services Association knew about the request ahead of time. Chief Wilson states that the Board cannot give to one Department and then turn their backs on the others; they have done them an injustice because they can all use extra funding. Lastly, he forbodes that if the Board honors their funding approval to the Town he will be back.

Sonny Abbott: Mr. Abbott suggests that the Board is still not operating transparently. He implies that citizens like he are still questioning the Board's actions because a number of his questions from two years ago still have not been answered. He believes that the new Interim County Administrator is not the "fixer" as everyone keeps suggesting, it is the Board's responsibility to fix the County's problems.

Nathaniel Miller: Informs that the Greenview Cemetery cleanup project was executed this past weekend and the parties involved have issued a deadline of one year for completion. He states they still need the County's help with a grant they would like to apply for and provides Administrator Anzivino with the documentation. He continues by seeking recommendations or assistance in obtaining a specific piece of equipment that is needed for the project. Lastly, he just seeks the Board's support overall for the project.

Mr. Miller asks Chairman Vaughn for an update on the Cox Road water line resident surveys. Chairman Vaughn informs that he is working with Administrator Anzivino to schedule a meeting in June with the residents.

Arlene Lewis-Robertson: Ms. Robertson expresses appreciation to the Board for their service, as well as for her appointment to the Piedmont Senior Resources Board. She states that PSR is operating successfully. She announces a joint fundraiser to be held on June 13, 2021 at the Blackstone Volunteer Fire Department for the benefit of Habitat for Humanity. Additionally, she announces a county-wide Juneteenth celebration to be held on June 26, 2021 in the Town of Blackstone. She adds that the event will be free of charge and will be from 10 AM to 6 PM; after 6 PM there will be live entertainment.

Sue Yeatts: Mrs. Yeatts informs Supervisor Bowen that citizen efforts have been made to have him removed as an elected official; suggests that he should seek his own legal counsel. Mrs. Yeatts suggests that the entire Board is culpable for the lack of efforts during the ice storm. Mrs. Yeatts expresses displeasure with the County's handling of its legal services.

Chris Page: Mr. Page suggests the Board should re-consider its decision to deny the request for financial assistance from the Friends of the Blackstone Library. He suggests that Organizations are made to feel like they can't seek any type of assistance from the Board, even though the Board has a right to deny any request that comes before them on a case-by-case basis.

The Board held the following public hearings:

1 – Virginia Department of Transportation – Secondary Six-Year Improvement Plan (SSYIP) for Fiscal Years 2022 – 2027 and Secondary Construction Budget for FY2022

Assistant Residency Administrator Dianna Bryant reviews the plan that includes the following projects in order of priority:

- 1 – Route 723 - Lewiston Plank Road Guardrail Installation (fully funded and currently being completed)
- 2 – Route 703 – Loveland Road – 0.40 miles (project was started this week)
- 3 – Route 670 – Highpoint Road – 0.50 miles
- 4 – Route 647 – Jennings Ordinary Road – 0.40 miles
- 5 – Route 684 – Crystal Lake Road – 0.55 miles
- 6 – Future Secondary projects (due to COVID – no public hearing in 2020)

Mrs. Bryant informs that at its work session, the Board chose to add the following three projects to the Plan:

- 1 – use of TeleFees for a feasibility study for the connection of Williamson Road – Route 655 and W. Courthouse Road
- 2 – Route 686 – Barnes Road – 0.55 miles
- 3 – Route 672 – Harper Road – 0.90 miles

Chairman Vaughn asks if there is anyone present wishing to speak about the proposed SSYIP for fiscal years 2022 – 2027. There is no one wishing to speak.

Supervisor Roark makes a motion to close the public hearing. The motion received a second from Supervisor Simmons. Supervisor Bowen interjects with a point of procedure; a motion to close a public hearing is not standard Board procedure. Supervisor Roark withdraws his motion.

Supervisor Roark makes a motion to pass a resolution approving the Secondary Six-Year Improvement Plan for Fiscal Years 2022 – 2027 and the Secondary Construction Budget for 2022 as presented as well as a resolution designating the two new road projects as Rural Rustic Road projects. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

(SEE PAGE THRU PAGE
FOR RESOLUTIONS)

2 – Special Exception Permit (Pursuant to Section 2-1-4-33 of the Nottoway County Zoning Ordinance): Request from Hugh Jones, Owner, to hold an Outdoor Event on property located off West Colonial Trail Highway in Bellefonte District; the property is zoned A-1, Agriculture, and is listed to Hugh Jones and Richlands Dairy Farm, Inc.

Chairman Vaughn announces this hearing has been rescheduled for the June 17, 2021 Board meeting.

The Board heard the following presentation:

1 – Southside Electric Cooperative (SEC) – Lloyd Lenhart, Community Relations Coordinator: Mr. Lenhart introduces himself as well as the other members of the SEC staff that are in attendance with him; Jason Loehr, Vice President of Corporate and Financial Services, Frank Rennie, General Counsel, Joyce Stump, General Relations Coordinator, and George Felts, Vice President of engineering.

Mr. Felts makes a presentation on Winter Storm Shirley that devastated the area on February 13, 2021 and briefs on Southside Electric's restoration efforts. He reports that Nottoway and Lunenburg Counties were the epicenter of the ice accumulation. He explains that SEC's system is designed to withstand up to one-half inch of ice and this storm left behind between three quarters to one inch in some areas. He states that SEC was prepared for the storm and mobilized additional work force ahead of time. He reports that SEC has more trees per mile along its rights-of-way than most utility providers. Mr. Felts concludes by accepting questions from the Board as well as citizens.

Supervisor Simmons asks Mr. Felts what a pink ribbon around a pole meant. Mr. Felts clarifies this is indicative that right-of-way clearing is planned. Supervisor Shekleton expresses appreciation for Mr. Felts and the report he made; suggests that it cleared up a lot of misinformation.

Citizen Chris Page asks Mr. Felts if Southside Electric Cooperative offered any essential resources to its customers, such as food or water. Mr. Felts states they did not, they focused all their efforts on restoration of power to the communities.

Citizen Clarence Hawkes asks on the status of the removal of tree hazards. Mr. Felts reports there are still approximately 2,800 locations with tree damage and that it will take the next six to eight months to get this all completed. Mr. Hawkes asks what the right of way is for Southside Electric Cooperative. Mr. Felts states that the SEC rights-of-way easements vary from 30 to 40 feet; it is 15 to 20 feet on either side of the utility pole.

Citizen Tom Taylor asks if Southside Electric Cooperative would now be better prepared for a future similar winter event. Mr. Felts states that even after returning its system to pre-storm conditions, with that quantity of ice and the resulting damage, SEC can not mitigate it completely.

The Board receives the following Department reports:

1 – Virginia Department of Transportation: Assistant Residency Administrator Diana Bryant is present to receive any communications from the Board, and also provide an update on the routine maintenance performed since the last meeting. Mrs. Bryant reports that debris removal efforts will have been completed by the end of the week and urges citizens to report any remaining hazards. She reports that primary and secondary mowing is supposed to begin no later than June 02, 2021, and that the recent adopt-a-highway trash pick-up was successful.

Mrs. Bryant reports on the Rt. 46 bridge replacement project. She states the project is set to advertise June 08, 2021 and the bid letting is scheduled for August 25, 2021 with the notice to proceed with construction set for some time in November. She adds this project will begin before the end of 2021 and the resulting detour will be in effect through May 2023; the estimated completion date for the project.

Chairman Vaughn asks if debris cleanup has been completed on Route 612. Mrs. Bryant reiterates that crews are still working in the County through the end of the week but she will check on this road.

Mrs. Bryant reports on Melody Lane. She explains that no speed study will be performed but a safety study will for possible signage improvements. She adds that there is a safety study being completed on Wills Road also.

2 – Nottoway County Health Department: No report provided

3 – Nottoway County Landfill:

A – April 2021 monthly waste report; an average of 59.25 tons of waste per day

B – April 2021 Daily Leachate Disposal Record; 624,000 gallons hauled (104 loads)

4 – Nottoway County Planning Commission: Administrator Anzivino explains that the Planning Commission meeting, originally scheduled for Tuesday, May 18, 2021, had to be cancelled because it was not properly noticed according to the Freedom of Information Act. This hearing has been rescheduled for the June 17, 2021 Board meeting.

5 – Nottoway County Building Report, Erosion & Sediment Control Report: April 2021

6 – Nottoway County Animal Control Report: April 2021

7 – Nottoway County Public Schools: actions taken at the regular meeting held on May 10, 2021, minutes of the regular meeting held on April 15, 2021, surplus property listing

The Board heard the following reports, requests or recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff: Sheriff Jones informs of a staffing emergency within Central Dispatch, he explains a plan for implementing a pay scale with set advancement markers that will serve as an incentive for dispatchers to be retained, and reward those that have shown their loyalty to working for Nottoway County

Supervisor Roark offers his support for whatever plan best suits the Sheriff and his staffing situation.

Administrator Anzivino urges the Board to consider adding the Sheriff's request to the June work session agenda; to allow for a full study on the financial impact moving forward if approved. Following comments, the Board agrees to schedule this discussion for June.

3 – Ellen F. Myatt, Treasurer – not in attendance; report provided

4 – Christy A. Hudson, Commissioner of the Revenue – not in attendance

5 – Leanne Watrouss, Commonwealth's Attorney: brings attention to Civilian Response and Casualty Care training that will be available soon and is geared towards both citizens and emergency responders

The Board revisits the following business:

1 – AT&T Cell Tower Request: Special Exception Request: Request from David Amory, agent for Tillman Infrastructure, LLC to place a communications tower on property located off McCune Road in Blendon District. The property is zoned A-1 Agriculture and is owned by Shirley S. Daniel. This request is made pursuant to §2-1-4-11 of the Nottoway County Zoning Ordinance – Uses Permitted by Special Exception – Telecommunications Tower – freestanding

Ms. Lisa Murphy, a representative for Tillman Infrastructure, LLC, is in attendance to answer any questions. Supervisor Roark acknowledges the possibility of future towers and asks if there are plans to place other towers in the County. Ms. Murphy explains there will be a future need for new towers based on the constant advancements in technology. Supervisor Roark asks if Tillman has plans for a tower that will be in direct competition with an existing Crown tower located in Blackstone. Ms. Murphy says they do not.

Supervisor Roark asks if there are policies that regulate how far apart towers must be. Ms. Murphy answers that it all depends on technology and topography but in Nottoway, and similar Counties, you would typically see them between four to five miles apart.

Supervisor Roark asks Ms. Murphy if there are possible scenarios that could deny the County future colocation on their proposed tower. She answers that the County would be allowed first right of refusal on any space. Supervisor Roark explains that he has spoken with the residents on McCune Road and other than assurances there won't be numerous towers there was no opposition. He also expresses his support for approval of the Tillman request.

Mr. Ed Donahue, a representative of the existing McCune Road tower owner SBA, is in attendance as well and addresses the Board. He states that the Tillman request is for a redundant tower; the SBA tower can provide what AT&T needs. He suggests the real reason for the Tillman request is rent. Mr. Donahue implies that Tillman has provided misleading information because AT&T has not contacted SBA about additional needs. He also clarifies that available colocation space on a tower is a Nottoway County condition of approval.

Vice Chair Shekleton asks for confirmation from Mr. Donahue that the current SBA tower could accommodate the height requirements being outlined by Tillman. He provides verbal confirmation that it can.

Vice Chair Shekleton asks Ms. Murphy how certain Tillman is that the remaining carrier (Verizon) on the SBA Tower will relocate to their proposed new tower. Ms. Murphy states that the Verizon lease is believed to be different than that of AT&T as far as the ability to terminate at any time. She states that it is Tillman's understanding that Verizon would indeed, over time, move their equipment as well; for the means of remaining competitive with other carriers.

Vice Chair Shekleton asks what specific benefits the local AT&T subscribers will recognize if the Tillman tower is approved. Ms. Murphy states that according to information provided by AT&T representative Ballou that addressed the Board in April, due to the potential huge expense associated with making any improvements to equipment on the current tower the local subscribers are not receiving the highest quality coverage that is possible from the carrier. She adds that over time, with the new tower and technology advancements, local subscribers would see improvements such as speed.

Administrator Anzivino clarifies for the Board that Tower owners, as required by County Ordinance, have to provide public safety access at no cost as a condition of their approval. He adds that the option for Broadband access on those towers at no cost would be a great benefit.

Supervisor Roark announces that after reviewing the Planning Commission's recommendation and the applicant's submission for a Special Exception Permit filed under Section 2-1-4-11 of the Nottoway County Zoning Ordinance on December 20, 2020 and hearing comments at the Board's public hearing held on January 21, 2021, questioning the applicant and hearing the applicant's responses he moves to approve the Special Exception Permit for Tillman Infrastructure, LLC for construction and operation of a communications tower on property located off McCune Road in Blendon District as described in the previously filed Special Exception Permit application. Supervisor Roark's motion dies for lack of a second.

2 – Cox Road Waterline: Administrator Anzivino provides a brief report and summary of the Cox Road water line survey that was completed at Chairman Vaughn's request. The survey was mailed to 39 addresses, representing 29 landowners. He reports that 25 responses have been received; only four indicating that they have water quality issues. In response to the survey question of support for construction of the water line knowing that it would obligate them to pay a monthly bill, 12 respondents support extension and 13 indicated they do not. Administrator Anzivino recommends adding the subject to the June work session agenda.

Chairman Vaughn announces his plans to hold a meeting with the Cox Road residents sometime in June; at either the Blackstone Police Department or the Town Office.

3 – Solid Waste Equipment repairs - Loader: Administrator Anzivino explains that the lowest of three bids received was from Carter Machinery in South Hill, Virginia at a cost of \$6,245.43 and he recommends accepting that bid. Supervisor Bowen makes a motion to award the repair work of the Landfill equipment to Carter Machinery, South Hill, at an estimated cost of \$6,245.43. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Anzivino informs the Board of an additional equipment failure for the Landfill. He explains that the utility trailer used to transport groundskeeping equipment between the waste convenience sites has a broken axle; a single repair quote was obtained reflecting an amount that doesn't seem to be financially feasible (\$1,675) when comparing the value to a replacement trailer. He continues by informing that Landfill Supervisor Gary Easter has sought bids on a replacement trailer and recommends the Board consider this purchase; with an increase in allowable amount.

Supervisor Simmons makes a motion that the County purchase a replacement utility trailer for use by landfill staff at the price of \$1,899 from James River Equipment, if a trailer is unavailable staff may increase the purchase cost up to \$2,200 for a similar trailer, and that the County Administrator be authorized to reimburse for use of the current private trailer at a fair market value. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Website redevelopment: Administrator Anzivino asks the Board to formalize their date for the rebranding interviews, stating that both vendors are available for Thursday, May 27, 2021 beginning at 6:30 PM. He will provide them a formal package containing the information prior to date.

Supervisor Simmons announces that after a variety of discussions concerning the submitted proposals, she moves that the Board of Supervisors interview the two firms which the Board of Supervisors, upon review and discussion, have determined most responsive to the County's specification for rebranding/website redevelopment as publicly noticed in the Richmond Times Dispatch on January 21, 2021 and that interviews be held on Thursday, May 27, 2021 beginning at 6:30 PM in the General District Courtroom. The motion receives a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 – County Administrator Recruitment: Administrator Anzivino reminds the Board of the proposed selection process he provided them for their review and asks them to formalize the process if they approve. Vice Chair Shekleton makes a motion that the Interim County Administrator be entrusted with assisting the Board as outlined in a memorandum from the Interim Administrator dated May 7, 2021 and discussed as the Board of Supervisors work session on May 13, 2021. The motion received a second by Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

6 – Small Business Purchase Policy (for Nottoway County and Nottoway County LRA): County Attorney Vivian Giles, explaining that with the County's formal adoption of the Virginia Public Procurement Act, allows for the adoption of small purchase policy, has drafted such policy for the County. She outlines the benefits of adopting such a policy and additionally clarifies that the purchase limit ranges she has included in the draft policy are only model limits; the Board can change them as they deem necessary.

Administrator Anzivino informs of his own research on a small purchase policy. He reports on neighboring localities small purchasing limits and settles on Dinwiddie County's policy as being more closely matched with Nottoway's needs. The purchase limit ranges are up to \$5,000 requires only one quote, purchases \$5,000 up to \$10,000 require three quotes, purchases \$10,000 up to \$49,999 require three formal written quotes, and purchase over \$50,000 require a formal bidding process where the Board approves the contract. He offers his support for adopting the Dinwiddie purchase limits for Nottoway's policy.

Supervisor Bowen asks if the Policy can include verbiage urging that local purchasing be encouraged. Administrator Anzivino states that he will be working with staff to review the County's purchasing process as a whole to ensure the County is utilizing all available resources such as State contracts and cooperative purchasing agreements.

Supervisor Bowen makes a motion to adopt the draft policy with the amendments of the Dinwiddie purchasing limits and a statement that buying County locally is primarily encouraged and within Virginia secondarily. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

7 – Report/Recommendation on retention of an employee benefits consultant: Administrator Anzivino outlines the procedures staff performed to hire a consulting firm and explains the reason for the short timeline for approval. He adds that as a result of interviews with the firms and evaluations of their respective proposals and the services/programs they offer, he recommends proceeding with Pierce Group.

Supervisor Roark expresses appreciation to Administrator Anzivino for including County Payroll Coordinator Logan Presley in the process and then moves to award employee benefits consulting services as recommended by staff to Pierce Group Benefits, located in Charlottesville, Virginia. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

8 - Improvements to Courthouse: Administrator Anzivino explains that County Building Official, Dean Lewis, has been working with contractors to obtain bids for the necessary Courthouse Complex building maintenance and repairs. Mr. Lewis is currently working with a contractor from Richmond for the hand rails on the Court buildings as well as the County Administrator's Office and another contractor to replace the columns on the General District Courthouse.

Administrator Anzivino presents the one proposal that was received to complete three of the seven projects listed on the invitation to bid. That bid was received from C & M Construction for \$15,700 and was to complete the following:

- Item 2 - Removal and replacement of the existing floor boards and steps for the porch of the Administration Building
- Item 3 – Removal and replacement of shingles, roof underlayment, damaged soffit boards, rakes, gutters and sheathing and trim boards on the maintenance garage located behind the Administration building
- Item 4 – Removal and replacement of shingles, roof underlayment, damaged soffit boards, rakes, gutters and sheathing and trim board on the doublewide maintenance building located behind the Administration building

Supervisor Simmons moves that the Board of Supervisors approve the award of a contract to C&M Construction in the amount of \$15,700 for completion of work elements 2, 3 and 4 as advertised in the County's Notice for Bid on March 21, 2021 and that the County Administrator be directed to execute appropriate documents to complete the work as advertised. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board considers the following new business:

1 - Animal Control Officer Selection process: Administrator Anzivino explains there are two elements to this process; the first being that current Animal Control Officer Sheila Estes has been on call since mid-March so the vacant position needs to be filled as quickly as possible. The second is recognizing that Officer Estes, according to Virginia State Code, is now the Senior Animal Control Officer and compensating her for that.

It is the recommendation of Administrator Anzivino that Officer Estes be recognized as Senior with a salary increase of 4% as well as the Board formalize a plan for moving forward with the vacancy selection process. There are three considerations for the process:

- The full Board conducts interviews and selects the candidate they feel best fits the position; this could also involve the Board culling through all applications to determine candidates to be interviewed
- A designated Board member is assigned to be part of the interview team with staff designated by the Administrator who then provide a recommendation to the Board for approval of the individual; the Group would review the candidate pool and select candidates for interview
- The Administrator is delegated the responsibility of managing the process of hiring line staff directly and reporting outcomes to the Board

Supervisor Roark verbalizes his willingness to assist the County Administrator with the Selection process.

Supervisor Bowen makes a motion that Senior Animal Control Officer Sheila Estes receives a four percent (4%) salary increase, equivalent to two steps on the County's salary scale. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen offers his thoughts on the hiring process and recommends delegating Administrator Anzivino to hire line staff. Vice Chair Shekleton and Supervisor Simmons agree with Supervisor Bowen.

Supervisor Bowen moves that the County Administrator is delegated responsibility for managing the process of hiring line staff directly under the jurisdiction of the Board and reporting outcomes to the Board. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Release of Deeds of Trust – Housing Project (Nancy Branch and Betty Smith): Supervisor Simmons moves to authorize the County Attorney to prepare the documents to release the deeds of trust for the District 1 housing recipients. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – American Rescue Plan: Finance Director Katy Tomer confirms that the County is eligible to receive \$2,958,637 and have to be requested from the Treasury. She explains that the funding will be released in two disbursements; half upon the initial request and the remaining half in one year. The expenditure deadline for use of the funds is in 2024 and it is strongly encouraged to use the funding for broadband infrastructure. Administrator Anzivino adds that if Broadband is a primary use for the funding that localities are encouraged to work closely with the State to leverage additional State monies that are being made available for broadband.

Supervisor Bowen asks if the funds could potentially be used to assist with the initial infrastructure expense associated with construction of a new animal shelter. Ms. Tomer and Administrator Anzivino both explain that this funding and the guidelines are continuously evolving so there will be more insight to answer questions like these at a later time. Mrs. Tomer adds that the intended purpose of the funds is to implement infrastructure that will provide sustainable revenue in the future.

Supervisor Bowen cites opportunities for economic growth throughout the County and these funds can definitely assist with that; such as Piedmont Park. Administrator Anzivino offers comments on the benefits of having a specific rating recognized by the Virginia Economic Development Partnership for potential development sites; Tier 5 (a serviced site with water, sewer and zoning) is the highest and Nottoway does not have any recognized sites.

Supervisor Roark questions if the funding could be used to purchase a ladder truck for use by the emergency services agencies in the western part of the County.

Supervisor Roark makes a motion to authorize county staff to make a request for the American Rescue Plan Act funds. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Fiduciary Agents - three Towns: Administrator Anzivino clarifies that in certain instances, for municipalities to be eligible for certain grant funding, they are required to have the County serve as Fiscal Agent. He explains that all three Towns have pending or currently approved applications for funding that require this as a condition of approval.

He further explains that as a result of time constraints for both Burkeville and Crewe he has provided the necessary documentation and/or assurances that Nottoway County will act as fiscal agent for their respective grants, if awarded, in advance of Board approval. The Town of Blackstone has an approved grant that requires the same signed assurance.

Supervisor Simmons, in support of the County's three municipal governments, makes a motion that the Board of Supervisors agree that Nottoway County serve as Fiduciary Agent for Crewe, Burkeville and Blackstone as they apply for and/or receive approvals for the following 100% reimbursable grants: Crewe for a State Homeland Security Program (SHSP) grant from the Virginia Department of Emergency Management (VDEM) in the amount of \$68,000 for Cybersecurity target hardening; Burkeville for a State Homeland Security Program (SHSP) grant from the Virginia Department of Emergency Management (VDEM) in the amount of \$12,827.02 for police equipment; and Blackstone which has been awarded \$2,331.05 under the Virginia Housing and Community Development Covid-19 Municipal Utility Relief Program. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 - Surplus property: Nottoway County Public Schools has declared three school buses, one pickup truck and one wrecker as surplus and is requesting they be auctioned for sale. Administrator Anzivino informs the Board of other options for selling the surplus vehicles, such as GovDeals, an online auction platform that is endorsed by the Virginia Association of Counties.

Supervisor Roark makes a motion to authorize County staff to initiate the auction of surplus property as identified by the Supervisor of Transportation for Nottoway County Public Schools as requested. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board considers the following CONSENT CALENDAR items:

1 – Budget Adjustment – Comprehensive Services Act - \$100,000

REVENUES:

3-100-24010-0030	Comprehensive At-Risk Act	\$100,000.00
		<u>\$100,000.00</u>

EXPENDITURES:

4-100-57070-0100	Mandated Services	\$100,000.00
		<u>\$100,000.00</u>

2 – Budget Adjustment – Registrar - \$3,469.41

REVENUES:

3-100-23060-0010	Registrar/Electoral Board (VA SBE – Postage Reimburse)	\$3,469.41
		<u>\$3,469.41</u>

EXPENDITURES:

4-100-13020-5201	Postage	\$3,469.41
		<u>\$3,469.41</u>

3 – Budget Adjustment – School - \$4,994.96

REVENUES:

3-201-24020-0375	MS Teacher Corp	\$4,994.96
		<u>\$4,994.96</u>

EXPENDITURES:

4-201-61100-1620-202-100-525	NMS Teacher Corp Supp Salary	\$4,640.00
4-201-61100-2100-202-100-525	FICA	354.96
		<u>\$4,994.96</u>

4 – Budget Adjustment – Landfill - \$55,000.00

REVENUES:

3-214-16080-0001	Landfill Use Other	\$30,000.00
3-214-16080-0003	Landfill Use – Piedmont Hospital	10,000.00
3-214-16080-0004	Landfill Use – Correctional Center	15,000.00
		<u>\$55,000.00</u>

EXPENDITURES:

4-214-42040-3004	Repairs & Maintenance	\$45,000.00
4-214-42040-5408	Power Equipment Supplies	10,000.00
		<u>\$55,000.00</u>

5 – Budget Adjustment – Sheriff - \$236.31

REVENUES:

3-100-18990-0050	Miscellaneous – Undefined	\$236.31
	(DSS reimb – fuel consumption)	<u>\$236.31</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	\$236.31
		<u>\$236.31</u>

6 – Refund: Lloyd A. Green, Sr. - \$61.81 – building permit fee

7 – Livestock Claim – Larry Chumney - \$500.00 – two cows

Supervisor Roark makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Anzivino presents the following correspondence:

1 – Harrison Skipwith letter of Resignation from the Nottoway County Industrial Development Authority; a letter of appreciation for his service will be forwarded

2 – Letter – William J. Collins, III (member of the Nottoway County Board of Zoning Appeals): requesting that the Board of Supervisors forward a letter to the Postmaster General expressing decreased reliability in the Postal service; cites making a record of inability to conduct proper business due to poor mail service.

Vice Chair Shekleton doesn't support this request and recommends the Board take no action.

3 – Response letter to the Virginia Department of Environmental Quality warning letter prepared by Draper Aden Associates outlining corrective action

4 – Communication from the Commonwealth's Attorney informing of an upcoming Civilian Response and Casualty Care Virtual Training Opportunity

Administrator Anzivino presents the following information items:

1 – Sales Tax Receipts

2 – Official Notice that Nottoway County will be holding a Democratic Primary on June 08, 2021 at the Nottoway General District Courthouse

3 – Blackstone Volunteer Fire Department incident report for March 2021

4 – April 2021 Piedmont Regional Jail Authority Transportation Report, February 2021 thru April 2021 Piedmont Regional Jail Authority Jurisdiction Report, April 2021 Piedmont Regional Jail Authority Revenue Report, minutes of the meeting held on February 17, 2021 of the Piedmont Regional Jail Authority Board, Piedmont Regional Jail Financial Report

5 – Weekly Health Department Vaccination Data – Virginia National Guard site

6 – Piedmont Health District COVID-19 Dashboard report

7 – Commonwealth Regional Council April 2021 Items of Interest

8 – Commonwealth Regional Council Update on the Nottoway County Comprehensive Plan

9 – Nottoway County Public Library Board of Trustees meeting minutes/report

10 – Federal Energy Regulatory Commission notice of schedule for environmental review for the proposed Atlantic Coast Pipeline Disposition and Restoration Plan and Supply Header Project Restoration Plan

11 – Notice: Application of Virginia Electric and Power Company for a 2021 triennial review of the rates, terms and conditions for the provision of generation, distribution and transmission services pursuant to § 56-585.1 A of the Code of Virginia Case No. PUR-2021-00058

12 – Notice of the final Fort Pickett Joint Land Use Study Committee meeting scheduled for Tuesday, May, 25, 2021 from 1:00 – 3:00 PM at a yet to be determined location

Administrator Anzivino provides his report informing of a number of meetings both previously attended and upcoming that require/required the County Administrator's attendance. He comments on the Animal Shelter, he informs of a meeting scheduled to review the architect proposals for the new facility on Monday, May 24, 2021 at the Administrator's Office at 4 PM. He adds that he, along with the two Supervisors planning to attend, will begin discussing the current status as well as a plan for moving forward.

Administrator Anzivino wishes to bring attention to the joint efforts of Prince Edward County Administrator, Doug Stanley, and the Commonwealth Regional Council to establish blanket contracts for services that Counties could purchase through one consultant rather than having to send out requests for proposal individually. He suggests for the County to keep their eye on this as it can be beneficial and he has seen it work.

Administrator Anzivino informs he is working on developing the Emergency Coordinators position for the Boards review and to initiate the recruitment process. He explains that he is working with the Senior Animal Control Officer on efforts to get volunteers into the Animal Control facility to assist with daily support and operations.

Administrator Anzivino states that he has reached out to Shentel concerning broadband and their desire to get involved with it in the County. He explains there is a Growth and Opportunities Region 3 effort being put together to map all the existing broadband within the planning districts in this part of the State. He adds this will be a tremendous help when deciding what areas are under covered or not covered at all. He informs that he recently attended Freedom of Information Act training under the FOIA Council.

Administrator Anzivino asks Finance Director Tomer to report on the recent announcement of a federal disaster declaration relating to the February ice storm. She explains that the federal disaster declaration opens up the possibilities for the localities to recoup a large portion of their costs associated with the ice storm damage and resulting clean up efforts.

Administrator Anzivino states that upon reading the County's After-Action Report (AAR) he was commending the County staff who without necessary training handled the County's emergency operations extremely well. He brought specific attention to the fact that the financial reporting that was handled by the County's Finance Director was highly regarded by the originator of the AAR.

Administrator Anzivino provides the announcement from the Virginia Department of Transportation that the Department's revenue sharing program applications are due by July 1st, if there is an interest. Lastly, he reported on a recent joint meeting with the Town Managers of Blackstone and Crewe where a great number of pertinent, and relative, topics were discussed; to include recent and continuing discussions on water system expansion, public safety coordination, boundary adjustment and the possible sharing of a IT Coordinator in the future.

Chairman Vaughn opens the meeting to comments from the Board.

Supervisor Bowen expresses appreciation to Administrator Anzivino for his clear and concise communications with the Board.

Supervisor Roark mimics Supervisor Bowen's comments and thanks Administrator Anzivino for his due diligence. He requests to add the Tillman tower request to the agenda for the June work session; citing his concern over the Board's lack of discussion. Lastly, he wishes to go on record as being not in support of the \$200,000 being given to Blackstone for the ladder truck; referring to the discussion held at the April 29, 2021 meeting.

Supervisor Simmons urges for the Board to hold additional discussions concerning the ladder truck funding; suggesting there was a misunderstanding on the Board's part that both Burkeville and Crewe knew about the request. Chairman Vaughn asks Administrator Anzivino to add this discussion to the Board's next scheduled work session.

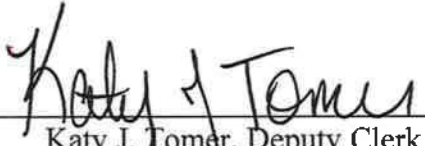
Administrator Anzivino asks for clarification that Chairman Vaughn is referring to the Board's scheduled meeting, for the purpose of interviewing firms for the County website rebranding, to be held on Thursday, May 27th. Supervisor Bowen urges the Board to concentrate solely on the rebranding at the May 27th meeting and hold other subject matters until the regular June work session. Due to scheduling conflicts the June regular work session will be held on Thursday, June 03, 2021, at 6:30 PM.

Supervisor Simmons makes a motion to adjourn the meeting. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 9:45 PM.


Sherman C. Vaughn, Chairman


Katy J. Tomer, Deputy Clerk

Secondary System
Nottoway County
Construction Program
Estimated Allocations

Fund	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	Total
TeleFee	\$37,232	\$37,232	\$37,232	\$37,232	\$37,232	\$37,232	\$223,392
District Grant - Unpaved	\$47,244	\$61,683	\$53,105	\$53,105	\$69,781	\$69,781	\$354,679
Total	\$84,476	\$98,915	\$90,337	\$90,337	\$107,013	\$107,013	\$578,071

Board Approval Date: 20-May-21

Residency Administrator

Date



6/8/21

County Administrator

Date

Nottoway County

Nottoway County (067)

UPC		Description						
115873		GUARDRAIL INSTALLATION						
0001.02	Project	0723067740	Route 460		Lunenburg County Line			
Previous	Budget	Projected	Total	PE	RW	CN		
\$299,399	\$0	\$0	\$299,399	Schedule:	03/06/23		08/01/23	
Total Estimate			\$299,399	Estimate:	\$25,000	\$0	\$274,399	
Balance:			\$0					
Funding Detail (in \$1000s)				Previous	FY2022	FY2023	FY2024	FY2025
6030606 Secondary Formula -				\$299	\$0	\$0	\$0	\$0
								\$0
112720		RTE 703 - Loveland Road - Rural Rustic						
0002.01	Project	0703067P31	Rte 661		Dead end			
Previous	Budget	Projected	Total	PE	RW	CN		
\$44,675	\$0	\$0	\$44,675	Schedule:	06/14/21		06/15/21	
Total Estimate			\$44,675	Estimate:	\$0	\$0	\$44,675	
Balance:			\$0					
Funding Detail (in \$1000s)				Previous	FY2022	FY2023	FY2024	FY2025
6071700 HB2 DG: Unpaved - Nottoway				\$45	\$0	\$0	\$0	\$0
								\$0
112723		RTE 670 - Highpoint Road - Rural Rustic						
0002.02	Project	0670067735	Rte 360		Dead end			
Previous	Budget	Projected	Total	PE	RW	CN		
\$51,608	\$21,392	\$0	\$73,000	Schedule:			07/17/23	
Total Estimate			\$73,000	Estimate:	\$0	\$0	\$73,000	
Balance:			\$0					
Funding Detail (in \$1000s)				Previous	FY2022	FY2023	FY2024	FY2025
3001500 CTB Formula: Unpaved - Nottoway				\$25	\$0	\$0	\$0	\$0
6071700 HB2 DG: Unpaved - Nottoway				\$27	\$21	\$0	\$0	\$0
								\$0
115816		Route 647 - Jennings Ordinary Road - Rural Rustic						
0002.03	Project	0647067741	Route 307		Amelia County Line			
Previous	Budget	Projected	Total	PE	RW	CN		
\$0	\$25,852	\$53,148	\$79,000	Schedule:			09/24/25	
Total Estimate			\$79,000	Estimate:	\$0	\$0	\$79,000	
Balance:			\$0					
Funding Detail (in \$1000s)				Previous	FY2022	FY2023	FY2024	FY2025
6071700 HB2 DG: Unpaved - Nottoway				\$0	\$26	\$53	\$0	\$0
								\$0

115817		Rt 684 - Crystal Lake Road - Rural Rustic					
0002.04	Project	0684067742	Rt 607		End of State Maintenance		
Previous	Budget	Projected	Total		PE	RW	CN
\$0	\$0	\$99,000	\$99,000				
Total Estimate			\$99,000		Schedule:		09/25/28
Balance:			\$0		Estimate:	\$0	\$0
							\$99,000

Funding Detail (in \$1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6071700 HB2 DG: Unpaved - Nottoway		\$0	\$0	\$9	\$53	\$37	\$0	\$0

119251		RT 655 WILLIAMSON ROAD INTERSECTION STUDY					
0002.05	Project	0655067744	Intersection of Courthouse Road		.04 MI from Intersection of Courthouse Road		
Previous	Budget	Projected	Total		PE	RW	CN
\$25,000	\$0	\$0	\$25,000				
Total Estimate			\$25,000		Schedule:	07/06/21	
Balance:			\$0		Estimate:	\$25,000	\$0
							\$0

Funding Detail (in \$1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6030606 Secondary Formula -		\$25	\$0	\$0	\$0	\$0	\$0	\$0

119194		Route 655 - Williamson Road - Rural Rustic					
0002.06	Project	0655067745	Route 625 - Courthouse Road		End of state maintenance		
Previous	Budget	Projected	Total		PE	RW	CN
\$0	\$0	\$95,000	\$95,000				
Total Estimate			\$95,000		Schedule:		10/11/28
Balance:			\$0		Estimate:	\$0	\$0
							\$95,000

Funding Detail (in \$1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6071700 HB2 DG: Unpaved - Nottoway		\$0	\$0	\$0	\$0	\$16	\$70	\$0

118884		RTE 686 - Barnes Lane - Rural Rustic					
0002.07	Project	0686067665	Route 627		End of state maintenance		
Previous	Budget	Projected	Total		PE	RW	CN
\$0	\$0	\$60,287	\$60,287				
Total Estimate			\$61,000		Schedule:		08/06/26
Balance:			\$713		Estimate:	\$0	\$0
							\$61,000

Funding Detail (in \$1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6071700 HB2 DG: Unpaved - Nottoway		\$0	\$0	\$0	\$0	\$0	\$0	\$0

-20877		FUTURE SECONDARY PROJECT					
9999.03	Project	9999067737					
Previous	Budget	Projected	Total		PE	RW	CN
\$132,043	\$37,232	\$186,160	\$355,435				
Total Estimate			\$0		Schedule:		
Balance:			-\$355,435		Estimate:	\$0	\$0
							\$0

Funding Detail (in \$1000s)		Previous	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
6030606 Secondary Formula -		\$132	\$37	\$37	\$37	\$37	\$37	\$37

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF ON THURSDAY, THE 20th DAY OF MAY, IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 245th YEAR OF THE COMMONWEALTH :

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEPHEN W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN A. ANZIVINO, INTERIM COUNTY ADMINISTRATOR
KATY J. TOMER, DEPUTY CLERK

SECONDARY SIX-YEAR PLAN AND CONSTRUCTION PRIORITY LIST

WHEREAS, Section 33.2-331 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and,

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2022 through 2027) as well as the Construction Priority List (2022) on May 20, 2021, after duly advertised so that all citizens of the County had an opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and,

WHEREAS, Dianna Bryant, Assistant Residency Administrator, Virginia Department of Transportation, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2022 through 2027) and the Construction Priority List (2022) for Nottoway County,

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interests of the Secondary Road System in Nottoway County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2022 through 2027) and Construction Priority List (2022) are hereby approved as presented at the public hearing.

Adopted this 20th day of May 2021 by a vote of 5 in favor and 0 opposed.

FOR THE BOARD OF SUPERVISORS:

BY: Sherman C. Vaughn
Sherman C. Vaughn, Chairman

ATTEST:

Katy J. Tomer
Katy J. Tomer, Deputy Clerk

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 20TH DAY OF MAY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN A. ANZIVINO, CLERK
KATY J. TOMER, DEPUTY CLERK

RESOLUTION

WHEREAS, Sections 33.2-332 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Nottoway County, Virginia desires to consider whether

Route 655 Williamson Road - From Route 625 to End of state maintenance

Route 686 Barnes Lane - From Route 627 to End of state maintenance

should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on these roads; and

WHEREAS, the Board believes that these roads should be so designated due to its qualifying characteristics; and

WHEREAS, these roads are in the Board's six-year plan for improvements to the secondary system of state highways,

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates

Route 655 Williamson Road - From Route 625 to End of state maintenance

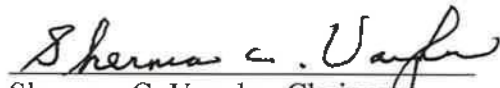
Route 686 Barnes Lane - From Route 627 to End of state maintenance

as Rural Rustic Roads, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

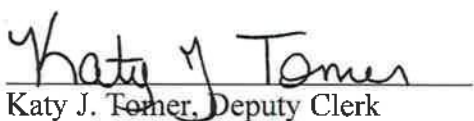
BE IT FURTHER RESOLVED, the Board requests that these roads be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Approved this 20th day of May 2021.


Sherman C. Vaughn, Chairman

Attest:


Katy J. Tomer, Deputy Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			April 30, 2021
BALANCE MARCH 31, 2021			\$ 21,062,348.05
CURRENT LEVY		67,449.84	
DELINQUENT LEVY		16,162.81	
LAND REDEMPTION		1,084.21	
PENALTIES		8,222.38	
INTEREST ON DELINQUENT TAXES		6,250.45	
RECORDATION TAXES		9,590.76	
BUSINESS/PROFESSIONAL LICENSES		108,980.93	
DMV RELEASE FEES		6,154.15	
VEHICLE LICENSE FEES		7,179.06	
DOG TAG SALES		1,980.00	
CREDIT CARD USE FEES		871.02	
TRANSFER FEE		51.07	
ZONING ADVERTISING FEE		400.00	
BUILDING PERMITS		8,506.09	
RENTAL INSPECTION FEE		150.00	
CONCEALED WEAPONS PERMIT		878.75	
SEPTIC TANK PERMITS		90.00	
HOTEL & MOTEL ROOM TAX		156.46	
TURKEY SHOOT PERMIT		10.00	
DOG ADOPTION FEE		10.00	
CONDITIONAL USE PERMIT		300.00	
EROSION & SEDIMENT CONTROL		300.00	
LAW LIBRARY FEES		172.60	
COURT FINES & FOREITURES		642.20	
COSTS OF COURT FEES		489.82	
COURTHOUSE SECURITY FEE		1,920.39	
JAIL ADMISSION FEE		218.46	
COMMONWEALTH'S ATTORNEY		272.58	
DNA FEES		81.45	
INTEREST ON BANK DEPOSITS		2,536.15	
RENT-GENERAL PROPERTY		1,087.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		12,114.80	
RENT--PICKETT PARK LODGE		14,506.00	
RENT-PICKETT OFFICERS CLUB		2,613.92	
SBI RENT		250.00	
REFUNDS/RECOVERIES/WELFARE		4,537.82	
MISCELLANEOUS / LIBRARY		278.95	
RECOVERED ADVERTISING COSTS ON DEL. TAXES		18.60	
RECOVERED/TAX AD		736.04	
MISCELLANEOUS UNDEFINED		223.80	
GRANTOR'S TAX		1,923.99	
ANIMAL CONTROL GRANT		2,500.00	
MOPED/ATV SALES TAX		943.88	
GAMES SKILL TAX		6,048.00	
REIMB: COMMONWEALTH ATTORNEY		18,954.87	
REIMB: SHERIFF		69,654.64	
REIMB: COMMISSIONER OF REVENUE		7,001.75	
REIMB: TREASURER		7,135.70	
REIMB: CLERK		15,629.69	
REIMB: REGISTRAR/ELECTORAL BOARD		3,469.41	
COMPREHENSIVE AT RISK		1,430.00	
LIBRARY GRANT		17,081.65	
VJCCCS GRANT		4,849.00	
PUBLIC ASSISTANCE GRANT		107,460.22	
E911 SURCHARGE		11,431.65	
ADD BACK VOID CHECKS		150.84	568,387.56
			\$21,630,735.61
DISBURSEMENTS:			
WARRANTS/CHECKS		1,647,282.65	
SCHOOL FUND		397,670.29	
			\$2,044,952.94
BALANCE APRIL 30, 2021			\$19,585,782.67
E911 SURCHARGE		\$263,822.45	

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT		APRIL 30, 2021	
BALANCE MARCH 31, 2021			\$17,407,243.18
MONEY MARKET ACCOUNT			\$10,017,011.18
CITIZENS BANK & TRUST		\$10,017,011.18	
CERTIFICATES OF DEPOSIT			
BENCHMARK COMMUNITY BANK	6/20/2021	1,000,000.00	
BENCHMARK COMMUNITY BANK	6/3/2021	2,000,000.00	
BENCHMARK COMMUNITY BANK	6/3/2021	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	100,000.00	
CITIZENS BANK & TRUST	9/13/2021	<u>1,293,633.88</u>	<u>7,393,633.88</u>
BALANCE APRIL 30, 2021		\$17,410,645.06	\$17,410,645.06

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LANDFILL FUND REPORT: APRIL 30, 2021

BALANCE MARCH 31, 2021 -\$207,342.20

RECEIPTS:

COMMUNICATIONS TAX	\$16,019.76	
UTILITY TAX	\$14,893.20	
USE OF LANDFILL	\$37,144.99	
		<u>\$68,057.95</u>
		-\$139,284.25

DISBURSEMENTS:

WARRANTS/CHECKS	\$119,627.25	<u>\$119,627.25</u>
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BALANCE APRIL 30, 2021 -\$258,911.50

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

APRIL 30, 2021

TOWN OF BLACKSTONE	\$14,895.12
TOWN OF CREWE	11,472.62
TOWN OF BURKEVILLE	1,831.76
GENERAL FUND	<u>96,022.91</u>
	\$124,222.41

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

APRIL 30, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2021	\$5,228,188.29	
BALANCE APRIL 30, 2021			\$5,228,188.29

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

SCHOOL FUND REPORT:

APRIL 30, 2021

BALANCE MARCH 31, 2021 \$25,368.90

RECEIPTS:

CASH RECEIVED	\$1,716,617.20	
TRANSFER FROM GF	\$397,670.29	
ADD BACK VOID CHECKS	\$40.00	
		<u>2,114,327.49</u>
		\$2,139,696.39

DISBURSEMENTS:

OPERATING EXPENSES	\$589,775.41	
PAYROLL/ACH DEBIT	\$1,549,920.98	
		<u>2,139,696.39</u>
BALANCE APRIL 30, 2021		\$0.00

CAFETERIA FUND REPORT:

APRIL 30, 2021

BALANCE MARCH 31, 2021 \$357,398.74

RECEIPTS:

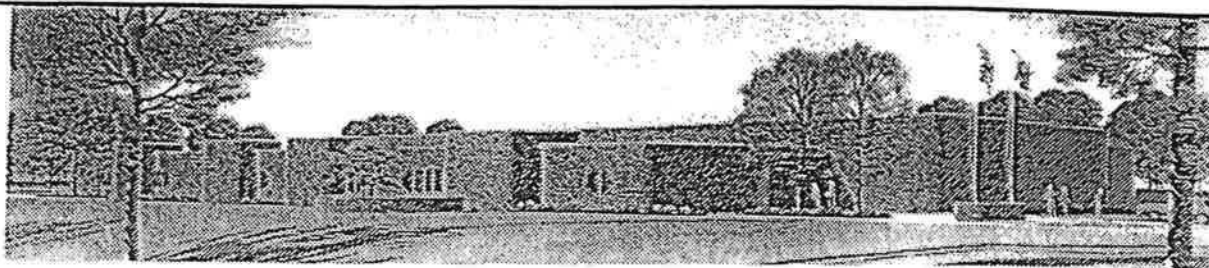
CASH RECEIVED	\$46,223.94	
		<u>\$46,223.94</u>
		\$403,622.68

DISBURSEMENTS:

OPERATING EXPENSE	\$29,760.57	
PAYROLL/ACH DEBIT	\$44,592.47	
		<u>\$74,353.04</u>
BALANCE APRIL 30, 2021		\$329,269.64

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

APRIL 30, 2021

BALANCE ON MARCH 31, 2021

\$788,986.78

RECEIPTS:

DEPOSITS

84,042.18

INTEREST

6.21

84,048.39

\$873,035.17

DISBURSEMENTS:

DEBIT MEMOS

11,399.95

ACH PAYROLL

18,125.85

WARRANTS/CHECKS

390,601.43

SERVICE CHARGES

35.16

420,162.39

BALANCE APRIL 30, 2021

\$452,872.78

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 17TH DAY OF JUNE IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 245TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN A. ANZIVINO, INTERIM COUNTY ADMINISTRATOR
CYNTHIA HUDSON, LEGAL COUNSEL
KATY J. TOMER, FINANCE DIRECTOR

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided by Supervisor Bowen. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Roark makes a motion to approve the agenda. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the May 20, 2021 regular board meeting and the June 08, 2021 meeting were presented. Supervisor Simmons moves to approve the minutes as presented. The motion received a second form Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks if there are any delegations from the Public:

Sonny Abbott: Mr. Abbott acknowledges that he received no answers to the questions he asked the Board at the May regular board meeting. Mr. Abbott asks again why it was that former County Administrator Ronnie Roark hired Attorney Vivian Giles. Mr. Abbott asks Chairman Vaughn to seek an answer from former (2020) Board of Supervisors Chair Simmons. Chairman Vaughn allows Supervisor Simmons the opportunity to answer and she informs that she was aware of former Administrator Ronald Roark's intentions to hire Sands Anderson as legal representation for the County. At Mr. Abbott's request, Supervisor Simmons clarifies that the firm of Sands Anderson represents not only the Board of Supervisors but the County (Government) as well.

Darrell Garber: Mr. Garber expresses concern for the fact that the Board of Supervisors, via phone poll, agreed to waive over \$11,000 in Landfill tipping fees, during the ice storm and did not ratify that action with a formal vote in an open meeting. Mr. Garber continues by forewarning Supervisor Bowen that if the Board continues to do illegal things that he will certainly need to retain legal counsel.

Chairman Vaughn asks if there are any other delegations wishing to speak.

Sue Yeatts: Mrs. Yeatts reiterates former citizen concerns that the Board continues to practice non-transparent behavior. She implies that the actions of the Board, both past and present, are not those of concerned elected officials.

Supervisor Roark states, during the phone call polling of the Board relating to the waiver of Landfill tipping fees, that he was informed that the formal action on the phone poll would happen at the upcoming regular Board meeting. He adds that the Chairman informed him, when he called him for his vote, that he had enough votes and the fees would be waived regardless.

The Board heard the following presentation:

1 – Wanda Dyson – Farmville Chapter of Delta Sigma Theta Sorority Inc.: Ms. Dyson offers an explanation of the services they can provide to citizens of Nottoway County. She explains they are a non-profit organization whose purpose is to provide assistance and support through established programs and local community's support. The programs include educational development, economic development, physical and mental health, political awareness and international awareness. Ms. Dyson provides contact information for Sorority representatives.

The Board held the following public hearing:

1 – Special Exception – Outdoor Events: Request from Hugh Jones to hold an outdoor event on property located off U.S. Highway 460 West (West Colonial Trail Highway) in Bellefonte District; property is located in an Agricultural Zoning District (A-1) and listed to Hugh Jones and Richlands Dairy Farm Inc. The request is made pursuant to § 2-1-4-33 of the Nottoway County Zoning Ordinance – Uses permitted by special exception.

Richlands Dairy representative, T.R. Jones, explains that the event will be a three-day weekend music/comedy festival, with the expectations of approximately 7,000 attendees. He details the actions they have taken to make the event a success; to include security and emergency services, the expected performance times and traffic/parking assistance.

Chairman Vaughn asks if there is anyone present wishing to speak about the Jones special exception request; there is no one wishing to speak.

Administrator Anzivino reports that the Planning Commission heard the request and unanimously approved the Richlands application.

Vice Chair Shekleton, after reviewing the Planning Commission's recommendation and the applicant's submission for a Special Exception permit filed under Section 2-1-4-33 of the Nottoway County Zoning Ordinance on April 9, 2021, and hearing comments at the Board's public hearing, questioning the applicant and hearing the applicant's responses, moves to approve the special exception permit for an outdoor event/music festival for Hugh Jones and Richlands Dairy Farm located off U.S. 460 (West Colonial Trail Highway) in Bellefonte District as described in the previously filed Special Exception Permit application. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board receives the following Department reports:

1 – Virginia Department of Transportation Nottoway Area Headquarters maintenance report for May 2021

Assistant Residency Administrator Dianna Bryant is present to receive any communications from the Board, and also provide an update on the routine maintenance performed since the last meeting. Mrs. Bryant reports that the Rt. 618 bridge project continues, the drilled shafts have been completed and they have begun work on the abutments; she adds the project is slightly behind schedule but is still anticipated to be completed on time. She informs that the planned roundabout for Rt. 40 – Darvills Road and Military Road has been elevated on the project schedule and is currently in the plan development phase. The Rt. 723/460 hybrid cut improvements are slated to be elevated on the project schedule as well. The Rt. 610 and Melody Lane safety studies are still on-going and the findings will be presented to the Board upon completion. She reports that the contractors that were assisting with the February ice storm debris cleanup has been completed; prompting citizen calls about debris that proves to be on private property. Sweeping for sand and loose stone debris at primary intersections has been completed along with secondary mowing; primary mowing has been completed. She encourages citizens that have sight distance complaints to call VDOT but clarifies there are wide medians supported by the pollinator program and will not be mowed.

2 – Nottoway County Landfill Waste report for May 2021; an average of 60.28 tons of waste per day received

3 - Nottoway County Building Report, Erosion & Sediment Control Report: May 2021

4 - Nottoway County Animal Control Report: May 2021

5 – Nottoway County Public Library Board of Trustees meeting report; minutes of the meeting held on April 21, 2021

6 – Nottoway County Health Department – No report provided

7 – Nottoway County Planning Commission: Administrator Anzivino reports that the Commission met and held the Richlands Dairy public hearing. He adds that the Commission is planning to reactivate the solar study committee who will soon meet with Advantus, the Solar consortium.

The Board heard the following reports, requests or recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance but submitted a request for her FY22 approved budget to be amended by \$34,124

2 – Robert L. Jones, Sheriff: Sheriff Jones requests authorization to utilize \$30,000 vacancy savings from his FY21 Salary line to obligate for fuel for FY22

3 – Ellen F. Myatt, Treasurer – not in attendance

4 - Christy A. Hudson, Commissioner of the Revenue – not in attendance but submitted a request to the Board to restructure salary funding in her FY22 budget to accommodate the retention of remaining staff and to be competitive in hiring for her vacant position

5 – Leanne Watrouss, Commonwealth's Attorney: nothing to report

The Board revisits the following business:

1 – AT&T Cell Tower Request: Special Exception Request: Request from David Amory, agent for Tillman Infrastructure, LLC to place a communications tower on property located off McCune Road in Blendon District. The property is zoned A-1 Agriculture and is owned by Shirley S. Daniel. This request is made pursuant to §2-1-4-11 of the Nottoway County Zoning Ordinance – Uses Permitted by Special Exception – Telecommunications Tower – freestanding

Administrator Anzivino provides the Board additional documentation from Donahue & Stearns (representatives of the existing SBA tower) received earlier in the day as well as a copy of the Nottoway County Zoning Ordinance as it pertains to Special Exceptions, so as to determine if conditions of the special exception were being met in order to consider action moving forward. He adds the Tillman request appears to meet the Zoning Ordinance.

Supervisor Roark, after reviewing the Planning Commission's recommendation and the applicant's submission for a Special Exception Permit filed under Section 2-4-1-11 of the Nottoway County Zoning Ordinance on December 20, 2020, and hearing comments at the Board's public hearing held on January 21, 2021, questioning the applicant and hearing the applicant's responses on multiple occasions, moves to approve the Special Exception Permit for Tillman Infrastructure, LLC for construction and operation of a communications tower on property located off McCune Road in Blendon District as described in the previously filed Special Exception Permit application. The motion received a second from Vice Chair Shekleton.

Supervisor Roark acknowledges representatives of the Nottoway County Emergency Squad and informs they have begun using FirstNet and have plans to implement Telemedicine which would be supported by the Tillman tower request. Following a voice vote the motion carried as follows:

S. W. Bowen	Abstain
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 – Award of rebranding contract: Administrator Anzivino explains the Board was presented with information relating to request for proposals received to redevelop the County's website and as a result, recently, interviewed two firms for consideration. The Board will need to take formal action to award the rebranding contract to the chosen firm.

Vice Chair Shekleton, in accordance with the County's publicly advertised request for proposals (RFP) issued in January, 2021 seeking services to develop and maintain a new County website and rebrand the County's current theme as noted in the RFP, moves to authorize the County Administrator to enter into a contract with Revize of Troy, Michigan in accordance with their firm's response to the County's request for proposals at an annual fee of \$3,900 for five years which includes website redevelopment, maintenance and rebranding of the County's current theme. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Revenue Sharing – Performance Agreement: Blackstone Town Manager Philip Vannoorbeeck is in attendance and presents to the Board the Blackstone Hotel Partners' construction project and explains that the Tobacco Commission is requiring the performance agreement as a condition of a revenue sharing program. The award is for \$44,000 in loan proceeds (five years to maturity at zero percent interest) and \$44,500 in grant proceeds. Manager Vannoorbeeck outlines the project requirements, to include employment of at least 25 new jobs with at an annual salary averaging \$37,000 and a minimum investment of \$11,465,825 in the Town over a three-year period. He adds that the Town was not aware the County would have to be a participant in the project when the application was submitted.

Manager Vannoorbeek explains that the Tobacco Commission Revitalization application is different than experiences from the past in that it has a revenue sharing requirement. He explains that the \$44,500 grant proceeds (at a total of 105%) would be paid back, through the Town, using proceeds equal to five (5) percent of specified tax collections; primarily real estate and personal property taxes, machinery and tools and Business Occupancy licensing. He adds the proceeds are due to be paid back with collections during the first year after completion of the project. Lastly, Manager Vannoorbeek clarifies that in the case of default, any revenue proceeds to be repaid will be the responsibility of the Town of Blackstone.

Vice Chair Shekleton asks Manager Vannoorbeek what type of investments will be required by the owners to meet the Tobacco Commission obligations. He answers capital costs meaning physical improvements or rolling stock.

Administrator Anzivino states that he has reviewed the documents and suggests this is a good project for both the Town and County.

After hearing a presentation from Blackstone's Town Manager Phillip Vannoorbeek concerning the Blackstone Hotel Partners and the award of a TROF Grant to support the referenced project, Vice Chair Shekleton moves that the Board of Supervisors authorize review of the agreement by the County Attorney and that the Interim County Administrator be authorized to execute the agreements upon recommendation by the County Attorney. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Consideration of Adoption of Interim County Administrator's Reorganization/Compensation Program for FY22: Administrator Anzivino outlines for the Board a plan to establish a rudimentary compensation system and maintain employee morale. His recommendations are based upon numerous analysis that include the Robinson, Farmer, Cox Associates compensation study completed at the County's request in 2018, the FY22 budget recommendations from the former Interim County Administrator, and personal observations of staff and their operations.

Administrator Anzivino's plan recommends the conversion of the Finance Director's position to that of the Assistant County Administrator Level, retitling of the Payroll Coordinator's Job title to Human Resources Coordinator, and the recruitment of a Planning/Economic Development Director. His report reflects no change to the adopted FY22 budget as all proposed changes fall within the original recommendations' funding and includes a minimal tenure merited salary increase for those employees with an annual salary \$42,000 or less. He provides a proposed County organizational chart for the Board's consideration as well.

Administrator Anzivino strongly urges the Board to consider completing a full-scale classification and compensation study in fiscal year 2023. He urges the Board to work closely with the yet to be hired incoming County Administrator to determine if his suggestions are still viable or there are adjustments to be made. He urges the Board to update the County's personnel policy as well as develop an employee performance evaluation system. He acknowledges the Board's prior efforts to have these new policies/systems in place.

Supervisor Roark expresses appreciation for Administrator Anzivino and his efforts, as well as the placement of Nottoway County citizens first on the proposed Organizational Chart.

After careful analysis of information provided by the Interim County Administrator, Supervisor Bowen moves to adopt the updated compensation schedule with an effective date of July 1, 2021 identified as Attachment #3 in the Interim County Administrator's June 10, 2021 memorandum received by the Board of Supervisors. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Roark moves to accept the organizational changes outlined in the Interim County Administrator's June 10, 2021 memorandum to the Board of Supervisors and: 1. Advance the County's current Finance Director to the position of Assistant County Administrator leaving the Finance Director's position vacant; 2. Retitle the Payroll Coordinator's position to Human Resources Coordinator; and, 3. Create the position of Planning and Economic Development Director. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons moves to accept the personnel and salary allocation assignments for County personnel as identified as Attachment #4 in the County Administrator's June 10, 2021 memorandum to the Board of Supervisors. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton moves to adopt the proposed organizational chart identified as Attachment #5 presented in the County Administrator's June 10, 2021 memorandum to the Board of Supervisors. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Anzivino express appreciation for the confidence from the Board as well as their showing of support for the County staff.

5 – American Rescue Plan Act 2021: Finance Director Katy Tomer informs that there has been a delay in the County receiving its allocation of American Rescue Plan funding due to the neglect of a former employee to renew the County's Dunn and Bradstreet ID number. She explains that once it was realized this was the problem, County staff worked quickly to correct the problem and the request for funding has been resubmitted.

Ms. Tomer also informs that the County's federal request for public assistance as a result of the February ice storm has been approved. She explains there are a few additional steps to complete before the County can receive loss recovery funds.

The Board considers the following new business:

1 – Introduction of the new Animal Control Officer: Administrator Anzivino introduces Grace Seymour as the new Officer; she began her duties on Monday, June 14, 2021.

2 – Fiscal Year 2021-2022 Budget Appropriation: Finance Director Tomer refreshes the Board on the budget they adopted on April 29, 2021 totaling \$39,996,306. She informs the budget will need to be appropriated so as to continue financial operations July 01, 2021. She explains that since the Budget was adopted, the Compensation Board has approved new funding for the Circuit Court Clerk as well as the State Board of Elections has increased the salary for local Registrar's and Electoral Boards. She clarifies that the County will be reimbursed by the State accordingly for the respective amendments but to be aware there will be necessary budget adjustments after July 01, to accommodate them. She adds that she will provide the Board with a complete list of all outstanding purchase orders and committed funds at the next month's meeting; after the close of FY 2020-2021 is complete.

Supervisor Roark moves to appropriate the FY 2021-2022 Nottoway County Budget totaling \$39,996,306.00, including all outstanding purchase orders and committed funds; contingent upon receipt of all State and Federal funding. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – County Liability Insurance: Administrator Anzivino and Finance Director Tomer explains that the County sought competitive proposals for its general liability (property and automobile liability) insurance for the 2021/2022 coverage year. Ms. Tomer reminds everyone that the County has been covered through the Virginia Risk Sharing Association (formerly Virginia Municipal Liability Pool) for at least the last 20 years and that former Administrator Prorise initiated the bid process just before his retirement. Administrator Anzivino explains that the proposal received from VACORP represents a savings to the County of nearly \$65,000 per year without compromising any coverages; it is also reflective of increased deductibles.

Supervisor Bowen states that the Virginia Association of Counties has been encouraging the County to consider coverage with VACORP for years now and moves to terminate the County's current coverage with the Virginia Risk Sharing Association, effective June 30, 2021 and to obtain coverage through VACORP, effective July 01, 2021. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Finance Director Tomer informs the Board of a need to hold a public hearing in July for new funding being allocated to both the County and the School from the American Rescue Plan Act (State Fiscal Recovery Plan) as well as changes to the schools' budget as a result of the finalized Governor's budget. The adjustments for the School total \$3,309,411.08; for the County \$2,958,637.

Supervisor Roark makes a motion to advertise the public hearing for the FY22 budget adjustments for the July regular Board meeting. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Consideration of Part-time Emergency Management Coordinator Position

Description: Administrator Anzivino has provided a proposed position description for the Board's consideration. He suggests that upon approval, the County will begin the advertising/recruiting process and develop a screening and selection process for the Board's consideration and eventual approval.

Supervisor Simmons moves that the Board of Supervisors of Nottoway County approve the proposed position description for a part-time Emergency Management Coordinator as presented in the June 17, 2021 Board packet and begin the recruitment process for the position. The motion received a second from Supervisor Roark.

Supervisor Bowen questions whether the County would be making a mistake hiring a part-time Coordinator when it appears a full-time position is warranted. Administrator Anzivino clarifies that both the February ice storm After-Action Report and the recently completed Fire & Emergency Services Study both recommend the County hiring a full-time Coordinator. Chairman Vaughn interjects the need for adequate space in the Emergency Operations Center is a factor of this decision as well.

Following the Board's discussion, Supervisor Simmons amends her original motion to approve the proposed position description for a full-time emergency Management Coordinator and begin the recruitment process. The amended motion receives a second from Supervisor Roark.

As a result of additional discussion, to include the need for additional funding to change the position from part-time to full-time and where this would come from, as well as the need to amend the position description Administrator Anzivino suggests tabling any action until the July meeting. Supervisor Simmons withdraws her motion.

Sheriff Jones seeks authorization from the Board to utilize vacancy savings from his FY21 Salary line to obtain a purchase order for fuel for use in FY22. He explains that this is typically obtained using funds remaining in the operational budget lines but was not an option this year due to increased staffing expenses (two School Resource Officers and two new Deputy positions).

Supervisor Simmons moves to approve the Sheriff's request to use \$30,000 of remaining FY21 salary funds to obligate for fuel for FY22. The motion received a second from Supervisor Roark. Following a voice vote, the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 – Dispatcher’s Compensation Adjustments: Sheriff Jones introduces two of his staff members that are in attendance with him, Administrative Operations Manager, Michelle Graham, and Emergency Communications Director Jackie Hampton. He reminds the Board of the concerns he revealed to them at a previous month’s meeting concerning Central Dispatch staffing and the desire to implement a structured pay scale. He suggests Dispatch has become a revolving door of hiring, training and then losing employees.

Administrative Operations Manager Michelle Graham makes a presentation to the Board relating to the Dispatch employment statistics. The data include the employee demographics as they relate to marital status and the need for group health coverage, salary data and call volumes from surrounding localities, and staff turnover rates for the last few years. Mrs. Graham explains that the turnover spike began to rise beginning in 2018 when their Office agreed to take over the full-time dispatching for Blackstone Police/Fire. She explains that at this time there was a \$500 salary supplement awarded due to the increase in call volume. She adds that since 2018, 21 dispatchers have left employment for better pay or better hours, and in some cases, both. Mrs. Graham concludes her presentation by stating that the inability to maintain adequate, and certified, staff presents a liability to the citizens of Nottoway County as well as the First Responders. She adds that a fully functional Dispatch center would require thirteen (13) full-time communications officers and a third fully functional dispatch terminal.

Following clarification from Mrs. Graham on the proposed salary scale, and the potential new FY22 financial impact of \$33,600, Supervisor Roark makes a motion to approve the Sheriff’s Request as is has been presented; effective July 01, 2021. The motion received a second from Supervisor Bowen.

Administrator Anzivino offers his thoughts on the fact that there are multiple issues. He explains the immediate problem is the ability to both hire and retain qualified staff. He adds that an additional long-range problem is improvement in the Communications Office; hiring additional staff, upgrading equipment, and working more effectively in emergency services. Administrator Anzivino acknowledges that the Board should have been briefed by the Virginia Fire Services Board on the completed fire and emergency services study before it was made available for public access due in part to the content of the Study that relates to recommendations for County emergency communications.

Following a voice vote, Supervisor Roark’s motion to approve the Sheriff’s request carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

6 – Discussion concerning County Vehicle Allocations: Administrator Anzivino identifies the need to purchase a new vehicle for the Building Official; one that is 4-wheel drive with adequate ground clearance for all terrains. He clarifies that the current vehicle is awaiting repairs that are delayed due to product availability and isn’t adequate for some of the job site topographies that it must navigate. He adds that when this vehicle is repaired it would be adequate for the Emergency Management Coordinator vehicle until such time as sufficient equipment can be budgeted for this position. Administrator Anzivino explains that Finance Director Tomer has found a pick-up truck on State Contract that would be better suited for the Building Official at an approximate cost of \$31,104. He adds that the current FY21 revenue receipts for both building and residential erosion & sediment permits have exceeded the budget estimate and are enough to absorb the cost.

Supervisor Simmons moves to authorize the purchase of a new Ford F-150 pick-up under State Contract for use by the Building Official utilizing funds identified by the County's Finance Director. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

7 – Discussion concerning Prince Edward and Cumberland Counties requesting a Forensics Audit at Crossroads Community Services Board: Administrator Anzivino explains there has been a change in leadership; the former Director was discharged from her position. He further reports on numerous allegations of misappropriation of fund and a lack of oversight within the agency. He adds that the Board is currently in the recruitment process for a new Executive Director.

Administrator Anzivino informs that Prince Edward and Cumberland Counties have expressed great concerns for what has transpired withing the Organization and as a result have suggested a forensics audit be completed to determine if there is merit to any of the allegations as well as lay the groundwork for the new Director to make improvements. He states that Prince Edward, Cumberland and Charlotte Counties have adopted a Resolution calling for the audit. Supervisor Simmons adds that Amelia and Lunenburg have not taken similar action but does strongly suggest that Nottoway does.

Supervisor Simmons provides details on a Payroll Protection Program loan that was obtained by Crossroads (the former Director) for \$2.5 million and the expenditures from the proceeds are being called in to question. Supervisor Bowen says he has been contacted by the Chair of both the Prince Edward and Cumberland Board of Supervisors expressing their concerns.

Supervisor Simmons reads aloud the proposed Resolution; there is acknowledgement by the Board to amend the document to correct grammatical errors. Supervisor Simmons then moves to approve a resolution requesting that the Crossroads Community Services Board conduct a forensic audit of its finances. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

(SEE PAGE THRU PAGE
FOR RESOLUTION)

8 – Suggested change of the August 19, 2021 Board of Supervisors meeting date due to a VACo event: Administrator Anzivino informs that the Virginia Association of Counties has scheduled an in-person County Official Summit on August 19, 2021; the same day as the regular Board of Supervisors meeting.

Supervisor Bowen moves to change the date of the regular August Board of Supervisors meeting to August 26, 2021. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

9 – Appointments to the Nottoway County Industrial Development Authority and the Nottoway County Planning Commission:

Nottoway County Planning Commission (four-year terms):

- 1 – William Gunn – Term expires August 16, 2021
- 2 – Jack Leslie – Term expires August 16, 2021

Nottoway County Industrial Development Authority (four-year terms)

- 1 – Dennis McCarthy – Term expires August, 2021
- 2 – Jerome Wilson – Term expires August, 2021
- 3 – Bill Wilkerson – Term expires August, 2021
- 4 – Harris Skipwith – Resignation received – term expires September, 2022

Supervisor Simmons asks Administrator Anzivino to add an appointment to the Library Board to the July agenda as well.

10 – Set date for work session to receive the Nottoway County Fire & Emergency Medical Services Study as well as a review of the February ice storm After-Action Report: The Board agrees to hold this meeting on Monday, July 12, 2021 beginning at 5:30 PM.

The Board considers the following CONSENT CALENDAR items:

1 – Budget Adjustment – Sheriff - \$2,067.30

REVENUES:

3-100-18990-0050	Miscellaneous - Undefined	\$2,067.30
	(VRSA Insurance Proceeds)	<u>\$2,067.30</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	\$2,067.30
		<u>\$2,067.30</u>

2 – Budget Adjustment – TOB Municipal Utility Relief - \$2,331.05

REVENUES:

3-100-41040-0050	TOB Municipal Utility Relief	\$2,331.05
	(Pass through funds - CARES)	<u>\$2,331.05</u>

EXPENDITURES:

4-100-92000-9300	TOB Municipal Utility Relief	\$2,331.05
		<u>\$2,331.05</u>

3 – Budget Adjustment – Treasurer - \$5,000.00

REVENUES:

3-100-18990-0400	DMV Stop Fee	\$5,000.00
		<u>\$5,000.00</u>

EXPENDITURES:

4-100-12130-5804	DMV Stop Fee	\$5,000.00
		<u>\$5,000.00</u>

4 – Budget Adjustment -- Rescue Services - \$13,313.04

REVENUES:

3-100-18990-0050	Miscellaneous - Undefined	\$13,313.04
	(FY20 Four-for-Life Funding)	<u>\$13,313.04</u>

EXPENDITURES:

4-100-32030-5604	Contribution – Operation NCES	\$10,650.43
4-100-32030-5605	Contribution – Operation BVRS	<u>2,662.61</u>
		<u>\$13,313.04</u>

Supervisor Simmons makes a motion to approve the CONSENT CALENDAR as presented. The motion received a second from Vice Chair Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Anzivino presents the following correspondence:

1 – Notification of grant award from the Virginia Department of Criminal Justice for continuation of funding for two School Resource Officers

2 - Notification of grant award from the Virginia 9-1-1 Services Board under the PSAP Education Program for \$3,000

Administrator Anzivino presents the following information items:

1 – Commonwealth Regional Council alternate vacancy – will require a Board appointment

2 – Commonwealth Regional Council Comprehensive Plan update

3 – Advertisement for Piedmont Habitat Nottoway Committee Kick-Off event to be held on Sunday, June 13, 2021 at the Blackstone Fire Department beginning at 12 noon through 2 PM

4 – Minutes of the Piedmont Court Services – Community Criminal Justice Board meeting held on May 19, 2021

5 – May 2021 Piedmont Regional Jail Authority Board meeting update

6 – Cox Road water line extension survey update; there will be a community meeting held on June 24, 2021 at the Blackstone Council chambers beginning at 6:30 PM

Administrator Anzivino provides his report informing of a number of meetings both previously attended and upcoming that require/required the County Administrator's attendance, as well as other County related matters he has been working on. He informs of a parvo outbreak in the Nottoway County Animal Shelter; the facility is now in isolation until the outbreak is contained and alleviated. He adds that adjoining locality facilities are assisting when necessary to house Nottoway animals. He reports that the Courthouse fire alarm systems are now all up to date and have been re-inspected by the State Fire Marshall. He adds that a full system test is pending. He provides an update on the roof replacements for the two Maintenance buildings on the complex; those jobs have been started and one of the buildings resulted in a change order due to more extensive damage than expected. He continues, reporting that there was additional wood damage discovered on the columns near the entrance to the General District Clerk's office and a local contractor has been secured to make those repairs.

Administrator Anzivino, lastly, states there has been one bid received so far on the various metal railing repairs; appears this will be a substantial cost and will be brought before the Board. He adds that the painting request for proposal will be updated once all other projects have begun and are nearing completion.

Administrator Anzivino provides an update on the Landfill billing software the Board previously authorized the procurement of. Staff has analyzed the proposals received and have selected the Create Info system; SMS Turbo Package at an initial cost of \$13,120 with an annual licensing fee of \$1,500. He explains that this software will reduce staff man hours by nearly a month per year.

Administrator Anzivino informs the Board of proposal sought by staff for an IT Maintenance Contractor; a desperate need for the County. The firm of CodeBlue Technology was chosen and a contract signed. He explains there will be an initial equipment cost to get the County's infrastructure secure and then a monthly maintenance fee of \$1,142. He adds that CodeBlue also services the Town of Blackstone and comes highly recommended.

Administrator Anzivino provided information on a On-call Consultant RFP being solicited by the Commonwealth Regional Council. He explains that, if successful, this would allow opportunities to obtain services at a competitive price without going out for individual solicitations. Administrator Anzivino informs the Board that the County has passed its window of opportunity to seek requests for proposal for the FY21 audit and that he will be executing an agreement with Robinson, Farmer, Cox Associates to complete. He adds that after July 1 the County can begin the RFP process for the FY22 audit.

Administrator Anzivino provides the holiday schedule for the Landfill waste convenience centers; all sites will be closed on Sunday, July 04, 2021 and will reopen on Monday, July 05. He informs that he has been communicating the RRMM, the architects for the new Animal Shelter, as well as State representatives and there is anticipation for a meeting to be scheduled soon. He adds that the covenants for the future site of the new Shelter need to be thoroughly reviewed as they are stringent.

Chairman Vaughn opens the meeting to comments from the Board.

Supervisor Roark reflects on a recent charity event he participated in.

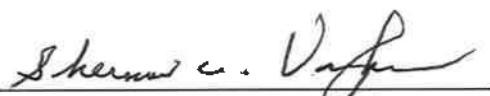
Administrator Anzivino informs that other Counties are considering adding a Cigarette Tax; joining the Cigarette Tax Board, and urges the Board to consider this as a potential new revenue source for the County.

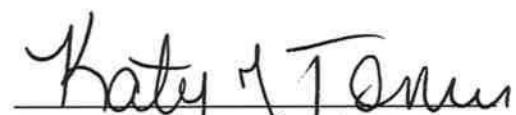
Chairman Vaughn announces, that in accordance with section 2.2-3712 paragraph B of the Virginia Freedom of Information Act pertaining to closed meeting procedures and certification of proceedings, the Nottoway County Board of Supervisors will hold closed meetings solely for the purpose of conducting interviews for the position of County Administrator, at an undisclosed location within fifteen (15) days of this evening's meeting.

Supervisor Roark makes a motion to adjourn the meeting. The motion received a second from Supervisor Bowen. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no further business to come before the Board, Chairman Vaughn adjourned the meeting at 9:06 PM.


Sherman C. Vaughn, Chairman


Katy J. Tomer, Deputy Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			May 28, 2021
BALANCE APRIL 30, 2021			\$ 19,585,782.67
CURRENT LEVY		53,573.02	
DELINQUENT LEVY		31,281.37	
LAND REDEMPTION		196.62	
PENALTIES		8,512.90	
INTEREST ON DELINQUENT TAXES		9,944.83	
RECORDATION TAXES		6,403.77	
BUSINESS/PROFESSIONAL LICENSES		136,884.69	
DMV RELEASE FEES		4,800.00	
VEHICLE LICENSE FEES		4,876.45	
DOG TAG SALES		620.00	
CREDIT CARD USE FEES		456.35	
TRANSFER FEE		38.47	
LRA- MISC.		310.00	
BUILDING PERMITS		11,917.90	
SALE OF SALVAGE & SURPLUS		2,850.00	
CONCEALED WEAPONS PERMIT		498.75	
HOTEL & MOTEL ROOM TAX		63.42	
BOARDING DOGS		30.00	
DOG ADOPTION FEE		20.00	
PICK UP FEE		15.00	
EROSION & SEDIMENT CONTROL		225.00	
LAW LIBRARY FEES		102.30	
COURT FINES & FOREITURES		1,282.50	
COSTS OF COURT FEES		389.95	
COURTHOUSE SECURITY FEE		1,671.04	
JAIL ADMISSION FEE		122.50	
COMMONWEALTH'S ATTORNEY		152.23	
DNA FEES		81.85	
INTEREST ON BANK DEPOSITS		1,931.31	
RENT-GENERAL PROPERTY		2,117.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		16,385.55	
RENT--PICKETT PARK LODGE		17,768.05	
RENT-PICKETT OFFICERS CLUB		1,100.00	
SBI RENT		1,142.00	
REFUNDS/RECOVERIES/WELFARE		599.68	
MISCELLANEOUS / LIBRARY		294.85	
RECOVERED ADVERTISING COSTS ON DEL. TAXES		37.20	
RECOVERED/TAX AD		882.87	
MISCELLANEOUS UNDEFINED		17,165.91	
GRANTOR'S TAX		1,538.76	
BIOSOLIDS FEE		40.68	
MOPED/ATV SALES TAX		1,044.73	
MOBILE HOME TITLING TAX		4,247.20	
GAMES SKILL TAX (Commonwealth sent in error)		(9,792.00)	
REIMB: COMMONWEALTH ATTORNEY		18,954.87	
REIMB: SHERIFF		73,053.23	
REIMB: COMMISSIONER OF REVENUE		7,001.75	
REIMB: TREASURER		7,135.70	
REIMB: CLERK		15,229.87	
REIMB: COMMONWEALTH PP		52,489.50	
COMPREHENSIVE AT RISK		173,116.14	
DCJS GRANT-VICTIM/WITNESS		25,600.33	
PUBLIC ASSISTANCE GRANT		131,303.15	
E911 SURCHARGE		3,739.67	
			846,692.62
			\$20,432,475.29
DISBURSEMENTS:			
WARRANTS/CHECKS		636,196.27	
SCHOOL FUND		3,813,791.14	
REFUND		61.81	
			\$4,450,049.22
BALANCE MAY 28, 2021			\$15,982,426.07
E911 SURCHARGE	\$263,391.67		

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

INVESTMENT REPORT

MAY 28, 2021

BALANCE APRIL 30, 2021

\$17,410,645.06

MONEY MARKET ACCOUNT

\$10,020,304.44

CITIZENS BANK & TRUST

\$10,020,304.44

CERTIFICATES OF DEPOSIT

BENCHMARK COMMUNITY BANK

6/20/2021

1,000,000.00

BENCHMARK COMMUNITY BANK

6/3/2021

2,000,000.00

BENCHMARK COMMUNITY BANK

6/3/2021

1,500,000.00

CITIZENS BANK & TRUST

1/10/2022

1,500,000.00

CITIZENS BANK & TRUST

1/10/2022

100,000.00

CITIZENS BANK & TRUST

9/13/2021

1,293,633.88

7,393,633.88

BALANCE MAY 28, 2021

\$17,413,938.32

\$17,413,938.32

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LANDFILL FUND REPORT:		MAY 28, 2021
BALANCE APRIL 30, 2021		-\$258,911.50
RECEIPTS:		
COMMUNICATIONS TAX	\$15,994.39	
UTILITY TAX	\$14,740.34	
USE OF LANDFILL	\$31,719.49	
		<u>\$62,454.22</u>
		-\$196,457.28
DISBURSEMENTS:		
WARRANTS/CHECKS	\$86,814.58	<u>\$86,814.58</u>
BALANCE MAY 28, 2021		-\$283,271.86

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

MAY 28, 2021

TOWN OF BLACKSTONE	\$20,847.54
TOWN OF CREWE	16,057.33
TOWN OF BURKEVILLE	2,563.78
GENERAL FUND	<u>134,395.82</u>
	\$173,864.47

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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

LRA FUND- SALE OF PROPERTY

MAY 28, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2021	\$5,228,188.29	
BALANCE MAY 28, 2021			\$5,228,188.29

OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P. O. BOX 85

NOTTOWAY, VIRGINIA 23955

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MARGARET B. SPRINGSTON, DEPUTY
EMILY C. PERKINS, DEPUTY

TELEPHONE (434) 645-9318

SCHOOL FUND REPORT:

MAY 28, 2021

BALANCE APRIL 30, 2021 \$0.00

RECEIPTS:

CASH RECEIVED	\$2,146,965.86	
TRANSFER FROM GF	\$3,813,791.14	
ADD BACK VOID CHECKS	\$565.86	
		<u>5,961,322.86</u>
		\$5,961,322.86

DISBURSEMENTS:

OPERATING EXPENSES	\$424,210.39	
PAYROLL/ACH DEBIT	\$1,467,062.56	
		<u>1,891,272.95</u>

BALANCE MAY 28, 2021 \$4,070,049.91

CAFETERIA FUND REPORT:

MAY 28, 2021

BALANCE APRIL 30, 2021 \$329,269.64

RECEIPTS:

CASH RECEIVED	\$46,053.55	
		<u>\$46,053.55</u>
		\$375,323.19

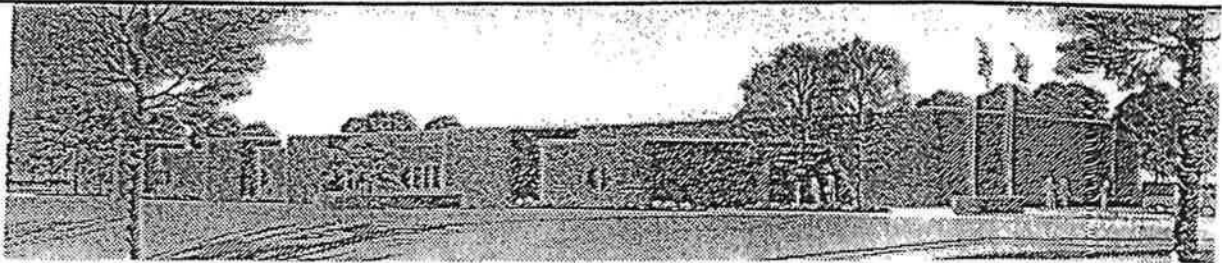
DISBURSEMENTS:

OPERATING EXPENSE	\$18,257.06	
PAYROLL/ACH DEBIT	\$42,164.52	
		<u>\$60,421.58</u>

BALANCE MAY 28, 2021 \$314,901.61

AMELIA —
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

MAY 28, 2021

BALANCE ON APRIL 30, 2021 \$452,872.78

RECEIPTS:

DEPOSITS	149,931.49	
INTEREST	4.13	149,935.62
		<u>\$602,808.40</u>

DISBURSEMENTS:

DEBIT MEMOS	11,249.72	
ACH PAYROLL	17,839.84	
WARRANTS/CHECKS	145,243.95	
SERVICE CHARGES	44.26	
		<u>174,377.77</u>

BALANCE MAY 28, 2021 \$428,430.63

INVESTMENT @ CITIZENS BANK & TRUST CO. \$10,574.27

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 15TH DAY OF JULY IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
JOHN A. ROARK
HELEN M. SIMMONS
JOHN A. ANZIVINO, INTERIM COUNTY ADMINISTRATOR
KATY J. TOMER, FINANCE DIRECTOR
VIVIAN SEAY GILES , LEGAL COUNSEL

ABSENT: STEVE W. BOWEN

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided by Mayor Coleburn. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Roark makes a motion to approve the agenda. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the June 17, 2021 regular board meeting were presented. Supervisor Simmons moves to approve the minutes as presented. The motion received a second form Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks if there are any delegations from the Public:

Sonny Abbott: Mr. Abbott takes exception to the hiring of Sands Anderson as the County's legal counsel. Mr. Abbott questions why the adopted County Organizational Chart did not include the County Attorney. Administrator Anzivino interjects that the Organizational Chart has been amended to include the County Attorney. Mr. Abbott also speaks to the School's fiscal year end surplus. He requests the Board keep the excess available to the County and use those funds to support Fire and Rescue or some other cause.

John Schutt: Mr. Schutt, Burkeville Fire Chief, takes exception with the amount of input sought from the Burkeville Volunteer Fire Department. Chief Schutt suggests that his Department was not fairly represented and cites supporting data.

Chris Page: Mr. Page expresses displeasure with the legal representation and the financial impact it is having on the County. Mr. Page provides two Virginia Code Sections that exempt the County from having to follow procurement laws for soliciting legal services; suggests neither of those apply to the County services being provided.

The Board held the following public hearing:

1 – FY22 Budget Adjustments – 4,788,729.58

A – School – CARES Act Revenue - \$42,000.00

B – School - CARES ESSER II Grant - \$2,724,836.08

C – School – Additional State Funds - \$542,575.00

D – County – American Rescue Plan Act/SFR Funds - \$1,479,318.50

Chairman Vaughn asks if there is anyone wishing to speak about the four (4) FY22 budget adjustments. There is no one wishing to speak, so he closes the public hearing.

Supervisor Roark moves to approve the four (4) FY22 budget adjustments, totaling \$4,788,729.58. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board heard the following Departmental Reports:

1 – Highway Department: Virginia Department of Transportation Nottoway Area Headquarters maintenance report for May 2021. Assistant Residency Administrator Dianna Bryant is present to receive any communications from the Board and also to provide an update on the routine maintenance performed since the last meeting. Mrs. Bryant reports that primary and secondary mowing has been completed for Nottoway. Rt. 703 Loveland Road is near completion. The Melody Lane traffic study was completed; no speed reduction was recommended but additional safety signage was. An ongoing safety study being completed for Tyler Road. Contractor has resumed working on Rt. 460 near the Courthouse. The Rt. 618 bridge project is still expected to be completed on schedule. Repairs on Rt. 606 bridge over 460 is also on schedule to complete on time.

2 – Nottoway County Health Department: no report provided

3 – Solid Waste: no report provided

4 – Nottoway County Planning Commission: minutes of the Nottoway County Planning Commission meeting held on June 15, 2021. The Planning Commission did not meet in July. Administrator Anzivino informs that the Commission will meet in August; their Solar Study Committee will be meeting in early August. The Administrator also mentions there will be a public meeting led by the Commonwealth Regional Council on Tuesday, July 20, 2021, to solicit input on the County's revised Comprehensive Plan.

5 - Nottoway County Building Report, Erosion & Sediment Control Report: June 2021

6 - Nottoway County Animal Control Report: June 2021

7 - Nottoway County Public Library Board of Trustees meeting report; minutes of the meeting held on May 19, 2021

8 – Nottoway County School Board: minutes of the regular meeting of the Nottoway County School Board held on May 10, 2021, minutes of a work session of the Nottoway County School Board held on May 26, 2021, minutes of a work session of the Nottoway County School Board held on June 02, 2021, minutes of the regular meeting of the Nottoway County School Board held on June 10, 2021, Public notice of the rescheduling of the regular meeting of the Nottoway County School Board to Thursday, July 22, 2021.

Chairman Vaughn requests that the Board take action authorizing the advertisement of a public hearing for the August 26, 2021, regular Board meeting to consider an adjustment to the FY22 Budget, for the School, in the amount of \$765,033.62.

Supervisor Simmons moves to authorize the School to advertise for a public hearing for the August regular Board meeting. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board heard the following reports, requests, or recommendations from the Constitutional Officers:

1 – Jane L. Brown, Clerk – not in attendance

2 – Robert L. Jones, Sheriff - nothing to report

3 – Ellen F. Myatt, Treasurer – not in attendance

4 - Christy A. Hudson, Commissioner of the Revenue – not in attendance

5 – Leanne Watrous, Commonwealth’s Attorney: updates the Board on the reduction of COVID guidelines by the Supreme Court as it relates to holding jury trials. They will no longer be using multiple courtrooms for jury trials.

The Board revisits the following business:

1 – Position description for Emergency Management Coordinator, Economic and Community Development Director, and Fiscal Assistant: Administrator Anzivino reminds the Board that the funds for these positions were included in the expenditure estimates in the FY22 Budget. The Administrator has amended the original Emergency Management Coordinator position description to be more appropriate for a full-time position. The Administrator then discusses the duties of the Planning/Economic Development Director and Fiscal Assistant. Written job descriptions are provided for the Board’s approval.

Vice Chair Shekleton shares her thoughts and suggests the Board not take action on the full-time Emergency Management Coordinator until such time as the Board has an in-depth discussion on the Fire Services Report and also receives the upcoming presentation on the after-action report for the February ice storm.

Vice Chair Shekleton moves that the Nottoway County Board of Supervisors approve the proposed position descriptions for a full-time Planning/Economic Development Director and Financial Assistant as presented in the July 15, 2021 Board packet and begin the recruitment process for the positions immediately and that the Board defer action on approving the proposed position for a full-time Emergency Management Coordinator until the Board receives a presentation on the after-action report on the February Ice Storm scheduled for July 21, 2021 and has an opportunity to meet in worksession to discuss staffing needs identified in both the Fire and EMS Study and the After Action Report. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Appointments:

Administrator Anzivino informs the Board that two (2) members of the Planning Commission and four (4) members of the Industrial Development Authority have terms that are expiring or who have resigned.

Nottoway County Planning Commission (four-year terms):

- 1 – William Gunn – Term expires August 16, 2021 (District 5)
- 2 – Jack Leslie – Term expires August 16, 2021 (District 1)

Nottoway County Industrial Development Authority (four-year terms):

- 1 – Dennis McCarthy – Term expires August 17, 2021
- 2 – Jerome Wilson – Term expires August 17, 2021
- 3 – Bill Wilkerson – Term expires August 17, 2021
- 4 – Harrison Skipwith – Resignation received – term expires September 30, 2022

He presents information and suggests a change in how appointees are selected so as to evenly distribute representation from all voting districts. Supervisor Roark offers his agreement with Administrator Anzivino's suggestions to consider changing its process for selection of appointed positions.

Vice Chair Shekleton suggests the Board hold a worksession to discuss the roles of the appointed positions, review the by-laws, and create a clear mission.

[Board addresses Library Board as outlined in section 3 below then returns to the Planning Commission appointments as described here.]

Vice Chair Shekleton makes a motion to reappoint Jack Leslie to the Nottoway County Planning Commission. The motion received a second from Supervisor Simmons. Following a voice vote, the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton will reach out to Bill Gunn for a possible reappointment.

3 – Appointment to the Nottoway County Library Board: Supervisor Simmons moves to appoint Mr. Jasper Chaffin, 1481 Rocky Ford Road, Crewe, to the Nottoway County Library Board. The motion received a second from Supervisor Roark. Following a voice vote, the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Appointment to the Commonwealth Regional Council: Supervisor Roark confirms that Chairman Vaughn is interested in being the appointee to the Commonwealth Regional Council. After Vice Chair Shekleton entertains a motion to appoint an alternate to the Commonwealth Regional Council, Supervisor Roark makes a motion that Chairman Sherman Vaughn be appointed as the alternate to the Commonwealth Regional Council to represent Nottoway County. The motion receives a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board considers the following new business:

1 – Committed and obligated funds from purchase orders for the Fiscal Year ended June 30, 2021 to be carried over to the 2021-2022 Budget

Supervisor Simmons makes a motion to approve the Committed and Obligated funds for the County to be carried over to the 2021-2022 Budget. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

(SEE PAGE THRU PAGE
FOR LISTING OF
COMMITTED FUNDS FOR
FISCAL YEAR ENDED JUNE 30, 2021)

2 – FY21 carryover request from Nottoway County Public Schools

Following expressed hesitation from some Board members, Supervisor Roark makes a motion to approve the carryover request from the School as requested. The motion received a second from Vice Chair Shekleton. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	No
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Waiver of Landfill Tipping Fees

Administrator Anzivino presents information regarding retroactively approving the waiver of landfill fees following the February ice storm. He reads Virginia Code Section 44-146.21 C which offers provisions for action during declared local emergencies.

Vice Chair Shekleton moves to approve the waiver of landfill tipping fees in the amount of \$10,271.54 for the period of February 20, 2021 to March 01, 2021, during the declared emergency beginning on February 13, 2021. The motion received a second from Supervisor Simmons. The motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Presentation from employee benefit consultants: Administrator Anzivino introduces the County Human Resources Coordinator Logan Presley and acknowledges the efforts she has put into the selection process. Mrs. Presley introduces the benefits consultant in attendance from The Pierce Group; Dee Byers.

Ms. Byers gives a thorough explanation of their completed research with details of quotes received from different carriers. After shopping the markets, the lowest rates were with Nottoway's current provider, Anthem, and she explains why it is best to keep the Dental and Vision with Anthem as well. New to Nottoway would be the Flexible Spending Account and the Employee Assistance Program.

Administrator Anzivino urges the Board to consider the Flexible Spending Account and the Employee Assistance Program as he has past experience with these programs and they were well received by employees.

Logan presents financial data for Nottoway County's enrollment and recommends an option to reconfigure the County's contribution to a tiered system that reduces premiums for employee's using the family plan.

Administrator Anzivino provides further explanation of the staff's recommendation and suggests evaluating any approved insurance program throughout the year as more families may choose to participate in the new program if premiums are lowered.

Supervisor Roark makes a motion that the Board of Supervisors approve renewing Nottoway County's Health, Dental, and Vision benefits with Anthem based upon the Pierce Group's recommendation. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons makes a motion that the Board of Supervisors approve adding two new employer sponsored health benefits as described by the Pierce Group and recommended by staff which include the Flexible Spending Account Policy through FlexFacts and the Employee Assistance Program through Anthem. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton makes a motion that the Board of Supervisors adopt Option Eight (8) as presented by staff which reconfigures the County's employer contributions in a tiered system that would result in a proposed increase of \$9,330 annually to the current insurance renewal budget based on current enrollment data. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons makes a motion to approve the consent calendar. The motion received a second from Supervisor Roark. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Correspondence: Administrator Anzivino has received letters from VACo considering the use of fiscal recovery funds. Also, he has received a letter of resignation from Extension Agent Haley Norton as well as various agency reports. Administrator Anzivino calls attention to the FY21 Sales Tax Report which he has analyzed and informs the Board that the County has exceeded estimates over previous fiscal years for sales tax.

Chairman Vaughn entertains a motion to send a letter to Haley Norton and mentions that she has done a beautiful job for Nottoway County. Supervisor Roark makes a motion to approve the Board to send a letter of commendation to Haley Norton for her service to Nottoway County. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Absent
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

County Administrator's Update: Administrator Anzivino reminds the Board of the upcoming Comprehensive Plan Community Meeting Tuesday, July 20, 2021. - The Board has scheduled a worksession to include the February ice storm's After Action Report presentation as well as RiverStreet's presentation regarding broadband in rural Virginia. There is a possibility that approximately 1,100 homes in Nottoway would be eligible for broadband through services with RiverStreet. - The Crewe Library has a roof leak that was checked after last week's heavy rain and will be addressed. - For Courthouse repairs, Fire-X and the state fire marshal will be performing the final fire alarm test Tuesday, July 20, 2021. - The slate company, who will also repairs leaks in the copper gutters, will return to repair and replace tiles. - The contract for the side porch has been awarded, but we are waiting on materials. - Work is complete on the two storage units behind the Administrator's Office.

Administrator Anzivino informs the Board that while they were interested in subcontracting John Prosise for several projects, he has declined.

The new Animal Control facility project is seeing progress, and Administrator Anzivino is trying to schedule a meeting with the architect.

Administrator Anzivino speaks to solid waste fees and what is acceptable to take to the Convenience Centers. He has met with the landfill superintendent to discuss several issues including training the attendants on what should be accepted at the Convenience Centers, billing versus deferring small landfill charges, and possibly recycling.

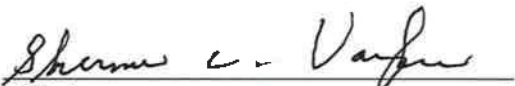
The bowling center lease is still in process. The lessee is currently reviewing the lease.

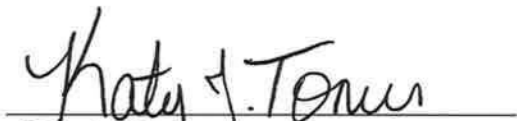
Supervisor Roark invites everyone to the CRC Citizen meeting next Tuesday.

Chairman Vaughn reads a statement: In accordance with Section 2.2-3712 B of the Virginia Freedom of Information Act pertaining to closed meetings procedures and certification of proceedings, the Nottoway County Board of Supervisors will hold closed meetings solely for the purpose of conducting interviews for the position of County Administrator at an undisclosed location within 15 days of this evening's meeting.

Chairman Vaughn asks for a motion to adjourn. Supervisor Roark makes a motion to adjourn. The motion receives a second from Supervisor Simmons.

Adjournment at 8:42 PM


Chairman


Deputy Clerk

COMMITTED FUNDS FROM PURCHASE ORDERS FOR THE FISCAL YEAR ENDING
JUNE 30, 2021 TO BE CARRIED OVER TO THE 2021-2022 BUDGET:

4-100-11010-5804	DISCRETIONARY FUND	26,000.00
4-100-12130-5401	OFFICE SUPPLIES	7,760.00
4-100-12200-5401	OFFICE SUPPLIES	1,588.60
4-100-12200-7002	CAPITAL OUTLAY	37,751.56
4-100-22010-5203	TELEPHONE	600.83
4-100-22010-5411	BOOKS & SUBSCRIPTIONS	397.30
4-100-31020-1001	SALARIES & WAGES	30,000.00
4-100-31020-3004	REPAIRS & MAINTENANCE	10,423.72
4-100-31020-5401	OFFICE SUPPLIES	953.31
4-100-31020-5408	VEHICLE SUPPLIES	1,873.08
4-100-31020-5409	POLICE SUPPLIES (MISC. & CAMERA)	5,016.14
4-100-31020-5410	UNIFORMS	1,589.00
4-100-31040-3004	REPAIRS & MAINTENANCE	5,532.00
4-100-31040-3005	MAINTENANCE SERVICE CONTRACTS	29,070.00
4-100-31040-5203	TELEPHONE	903.00
4-100-31040-5504	TRAVEL – CONVENTION & EDUCATION	419.00
4-100-31050-5409	POLICE SUPPLIES & EQUIPMENT	735.00
4-100-34010-5408	VEHICLE SUPPLIES	31,104.75
4-100-35010-7002	CAPITAL OUTLAY	3,000.00
4-100-43020-3004	REPAIRS & MAINTENANCE	8,351.25
4-100-43020-7002	CAPITAL OUTLAY	12,524.28
4-100-83090-3005	OFFICER'S CLUB MAINTENANCE	3,885.50
	GENERAL FUND SUB-TOTAL	<u>219,478.32</u>
4-201-61100-3000-202-100-100	PURCHASED SERVICE - NMS	4,500.00
4-201-61100-3000-203-100-100	PURCHASED SERVICE – NIS	4,500.00
4-201-61100-3000-230-100-100	PURCHASED SERVICE – CREWE	10,600.00
4-201-61100-3000-240-100-100	PURCHASED SERVICE – BLACKSTONE	5,300.00
4-201-61100-3000-301-100-100	PURCH. SVCS SECONDARY REGULAR – NHS	1,610.00
4-201-61100-3000-302-100-100	PURCHASED SERVICE – SEC. REGULAR – NMS	4,750.00
4-201-61100-3001-900-800-703	PURCHASED/CONTRACTUAL SERVICES	1,333.35
4-201-61100-3001-900-800-704	PURCHASED SERVICES	2,100.00
4-201-61100-3001-900-800-705	PURCHASED SERVICES	666.65
4-201-61100-3002-900-800-705	PROFESSIONAL DEVELOPMENT	4,800.00
4-201-61100-6001-301-100-100	MATERIALS – ATHLETICS – NHS	4,096.68
4-201-61100-6034-240-100-100	SCHOOL INSTRUCTIONAL SUPPLIES – BLACKSTONE	337.65
4-201-61310-3000-300-100-506	PURCHASED SERVICES	740.00
4-201-61310-3001-200-100-595	SCHOOL BASED MH TRAIN – PUR SVC ELEM	981.95
4-201-61310-3001-300-100-595	SCHOOL BASED MH TRAIN – PURCH SVC SEC.	1,197.50
4-201-62120-3000-900-000-100	PROF. DEV / LEGAL SERV. / PURCH. S	18,570.16
4-201-62120-6000-900-000-100	MATERIALS	22,249.38
4-201-62140-6000-900-000-100	MATERIALS	24,126.09
4-201-62160-3000-900-000-100	PURCHASED SERVICE – COBRA ADMIN.	4,000.00
4-201-62160-6000-900-000-100	MATERIALS & SUPPLIES	1,590.99
4-201-62220-6000-900-000-100	CLINIC SUPPLIES	2,504.47
4-201-63400-6009-900-000-100	VEHICLE SUPPLIES	5,804.00
4-201-63700-8100-900-000-100	CAPITAL OUTLAY, REPLACEMENT	422,020.00
4-201-64200-3000-900-000-100	PURCHASED SERVICES	115,385.00
4-201-64200-3002-900-000-100	MAINTENANCE & SERVICE CONTRACTS	119,400.00
4-201-64200-6000-900-000-100	MATERIALS & SUPPLIES	22,731.91
4-201-64200-6000-900-000-595	MAINTENANCE MATERIALS & SUPPLIES	12,844.02
4-201-64200-6005-900-000-100	CUSTODIAL SUPPLIES, CONTRACT	21,634.72
4-201-64200-6006-900-000-590	CUSTODIAL CLEANING SUPPLIES	50,261.00
4-201-64300-3000-900-000-100	CONTRACT SERVICE, GROUNDS	4,580.52
4-201-68100-3000-900-000-590	INST TECH PUR SERVICES	4,125.00
4-201-68100-3000-900-000-595	TECHNOLOGY PURCHASED SERVICES	28,880.84
4-201-68100-6000-900-000-590	INST TECHNOLOGY SUPPLIES	32,631.64
4-201-68100-8300-900-000-100	HARDWARE	70,015.96
4-201-68200-3000-900-000-100	PURCHASED SERVICES	21,445.00
4-201-68200-6000-900-000-100	MATERIALS & SUPPLIES	42,197.52
4-201-68300-3000-900-000-100	PURCHASED SERVICES – NEW	3,648.60
4-201-68300-6000-900-000-100	MATERIALS & SUPPLIES	9,279.68
	SCHOOL FUND SUB-TOTAL	<u>1,107,440.28</u>
4-203-65100-6000-900-000-150	MATERIALS & SUPPLIES	18,765.52
4-203-65100-6002-900-000-150	FOOD SUPPLIES	237,642.08
	CAFETERIA FUND SUB-TOTAL	<u>256,407.60</u>
4-212-31040-3006	ADDRESS & SIGN MAINTENANCE	1,105.92
4-212-31040-7003	COMMUNICATIONS EQUIPMENT	5,309.82
	E911 FUND SUB-TOTAL	<u>6,415.74</u>
	ENCUMBERED FUND TOTAL	<u>\$1,589,741.94</u>

COMMITTED FUNDS FOR FISCAL YEAR ENDING JUNE 30, 2021 TO BE CARRIED OVER:

4-100-11010-5804	DISCRETIONARY FUND	100,000.00
4-100-12200-7002	CAPITAL OUTLAY	40,000.00
4-100-21080-5411	BOOKS & PERIODICALS	7,474.91
4-100-21020-7003	TRAVEL – EDUCATION	500.00
4-100-22010-5808	STATE ASSET FORFEITURE	497.34
4-100-31020-1001	SALARIES & WAGES	4,892.63
4-100-31020-5807	DRUG ASSET FORFEITURE	2,957.87
4-100-31020-5808	STATE ASSET FORFEITURE	4,042.90
4-100-31020-7003	CAPITAL OUTLAY – FIRING RANGE	50.00
4-100-31020-7006	TASK FORCE	1,532.42

4-100-31040-1001	SALARIES & WAGES	14,000.00
4-100-33010-5807	REGIONAL JAIL CONSTRUCTION	505,148.89
4-100-35010-7002	CAPITAL OUTLAY	17,400.00
4-100-43020-7002	CAPITAL OUTLAY	50,000.00
4-100-43020-7003	CAPITAL OUTLAY-CRTHS COMPLEX-NEW CONST.	100,000.00
4-100-70000-8012	CAPITAL IMPROVEMENTS	34,227.54
4-100-70000-8023	SMALL BUSINESS INCUBATOR	2,081.02
4-100-92000-9100	FEDERAL CARES CORONAVIRUS RELIEF	30.00
4-100-92000-9200	FEDERAL CARES CORONAVIRUS RELIEF	1,124,024.45
	GENERAL FUND SUB-TOTAL	<u>2,008,859.97</u>
4-212-31040-5804	DISCRETIONARY	75,000.00
4-212-31040-8002	TEXT-TO-911 GRANT FY20	38,696.59
	E911 FUND SUB-TOTAL	<u>113,696.59</u>
4-213-31700-5899	DARE EXPENSE	99.14
	DARE PROGRAM FUND SUB-TOTAL	<u>99.14</u>
	FY ENDING JUNE 30, 2021 CARRIED OVER TOTAL	<u>\$2,122,655.70</u>

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			JUNE 30, 201
BALANCE MAY 28, 2021			\$ 15,982,426.07
CURRENT LEVY		47,304.86	
DELINQUENT LEVY		17,407.19	
LAND REDEMPTION		1,133.18	
PENALTIES		6,402.70	
INTEREST ON DELINQUENT TAXES		7,502.76	
VEHICLE LICENSE FEES		4,339.35	
RECORDATION TAXES		8,886.26	
BUSINESS/PROFESSIONAL LICENSES		3,496.13	
CREDIT CARD USE FEES		471.05	
DOG TAG SALES		570.00	
DOG PICKUP FEES		60.00	
DOG ADOPTION FEES		10.00	
DONATION TO ANIMAL CONTROL		50.00	
TURKEY SHOOT PERMIT		10.00	
HOTEL/MOTEL LODGING TAX		102.00	
CONDITIONAL USE PERMIT		300.00	
TRANSFER FEE		46.80	
BUILDING PERMITS		12,588.79	
CONCEALED WEAPONS PERMIT		403.75	
DMV RELEASE FEES		4,097.31	
RESIDENTIAL EROSION & SEDIMENT		300.00	
LAW LIBRARY FEES		127.00	
COURT FINES & FORFEITURES		758.10	
COSTS OF COURT FEES		414.66	
COURTHOUSE SECURITY FEE		1,802.72	
JAIL ADMISSION FEE		50.00	
COMMONWEALTH'S ATTORNEY		160.36	
INTEREST ON BANK DEPOSITS		65,832.32	
RENT-GENERAL PROPERTY		1,602.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		20,658.90	
RENT--PICKETT PARK LODGE		22,489.23	
RENT-PICKETT OFFICERS CLUB		2,905.22	
SBI RENT		731.08	
DCJS--VICTIM WITNESS GRANT		9,702.80	
MOPED/ATV SALES TAX		640.23	
RECOVERD ADVERTISING COSTS ON DEL. TAXES		501.58	
MISCELLANEOUS UNDEFINED		19,242.82	
BIOSOLIDS FEE		88.72	
DNA FEE		79.12	
DISPATCHING-TOWM CONTRIBUTIONS		26,551.00	
GAMES OF SKILL TAX		2,160.00	
MISCELLANEOUS LIBRARY		366.85	
LIBRARY-TOWN CONTRIBUTIONS		2,500.00	
GRANTOR'S TAX		2,221.81	
LOCAL SALES TAX		127,005.39	
COST ALLOCATION		184,502.00	
REIMB: COMMONWEALTH ATTORNEY		18,742.56	
REIMB: SHERIFF		72,712.82	
REIMB: COMMISSIONER OF REVENUE		6,884.04	
REIMB: TREASURER		7,060.59	
REIMB: CLERK		13,576.51	
REIMB: VCBR		90,035.93	
REGISTRAR/ELECTORAL BOARD		39,383.00	
TOWN OF BLACKSTONE--UTILITY RELIEF		2,331.05	
PUBLIC ASSISTANCE GRANTS		108,485.91	
COMPREHENSIVE AT-RISK		22,770.11	
ADD BACK VOID CHECKS		125.00	
E911 FUND		7,550.22	1,003,477.49
			\$16,985,903.56
DISBURSEMENTS:			
WARRANTS/CHECKS	724,901.11		
E911 FUND	5,214.35		\$730,115.46
			\$16,255,788.10
BALANCE JUNE 30, 2021			
	E911 SURCHARGE	\$260,349.38	

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT

JUNE 30, 2021

BALANCE MAY 28, 2021 \$17,413,938.32

MONEY MARKET ACCOUNT \$10,023,555.17

CITIZENS BANK & TRUST \$10,023,555.17

CERTIFICATES OF DEPOSIT

CITIZENS BANK & TRUST	6/14/2022	3,500,000.00	
CITIZENS BANK & TRUST	9/13/2021	1,293,633.88	
CITIZENS BANK & TRUST	1/10/2022	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	<u>100,000.00</u>	<u>\$6,393,633.88</u>

BALANCE JUNE 30, 2021 \$16,417,189.05 \$16,417,189.05

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

TELEPHONE (434) 645-9318

LANDFILL FUND REPORT:

JUNE 30, 2021

BALANCE MAY 28, 2021

-\$283,271.86

RECEIPTS:

COMMUNICATIONS TAX
UTILITY TAX
USE OF LANDFILL

\$15,859.21
\$17,709.00
\$45,646.08

\$79,214.29
-\$204,057.57

DISBURSEMENTS:

WARRANTS/CHECKS

\$76,986.65

\$76,986.65

BALANCE JUNE 30, 2021

-\$281,044.22

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

JUNE 30, 2021

TOWN OF BLACKSTONE	\$19,701.13
TOWN OF CREWE	\$15,174.34
TOWN OF BURKEVILLE	\$ 2,422.79
GENERAL FUND	<u>\$127,005.39</u>
	\$164,303.65

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

JUNE 30, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2022	\$5,228,188.29	
BALANCE JUNE 30, 2021			\$5,228,188.29

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

SCHOOL FUND REPORT

JUNE 30, 2021

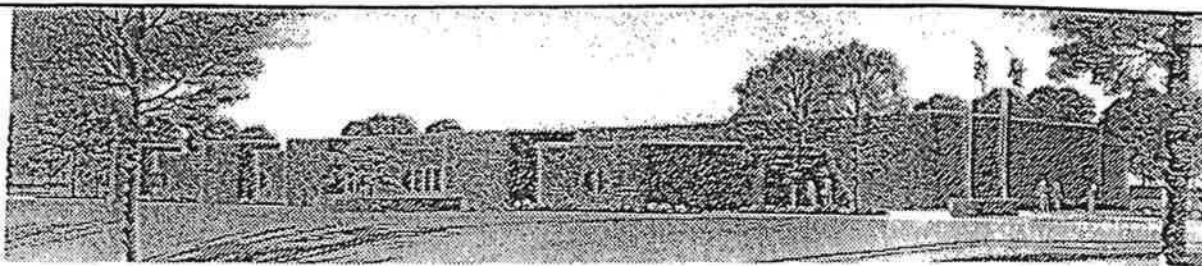
BALANCE MAY 28, 2021			\$4,070,049.91
RECEIPTS:			
CASH RECEIVED	\$1,565,357.30		
ADD STOPPED CHECK	<u>1134.00</u>		<u>1,566,491.30</u>
			\$5,636,541.21
DISBURSEMENTS:			
OPERATING EXPENSES	\$774,910.54		
PAYROLL/ACH DEBIT	\$1,519,046.65		
EXCEPTION PAYROLL	\$973,401.40		
			<u>3,267,358.59</u>
BALANCE JUNE 30, 2021			\$2,369,182.62

CAFETERIA FUND REPORT:

JUNE 30, 2021

BALANCE MAY 28, 2021			\$314,901.61
RECEIPTS:			
CASH RECEIVED	\$106,146.14		
			<u>\$106,146.14</u>
			\$421,047.75
DISBURSEMENTS:			
OPERATING EXPENSE	26,916.96		
PAYROLL/ACH DEBIT	42,904.78		
EXCEPTION PAYROLL	29,282.54		
			<u>99,104.28</u>
BALANCE JUNE 30, 2021			\$321,943.47

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER



561-5081 or 645-7854

148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

JUNE 30, 2021

BALANCE ON MAY 28, 2021

\$428,430.63

RECEIPTS:

DEPOSITS

118,293.73

INTEREST

3.91

118,297.64

\$546,728.27

DISBURSEMENTS:

DEBIT MEMOS

11,443.60

ACH PAYROLL

17,915.83

WARRANTS/CHECKS

125,707.11

SERVICE CHARGES

55.36

155,121.90

BALANCE JUNE 30, 2021

\$391,606.37

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27

AT A SPECIAL MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 5TH DAY OF AUGUST IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN A. ANZIVINO, INTERIM COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR
VIVIAN SEAY GILES , LEGAL COUNSEL

Chairman Vaughn called the meeting to order at 5:30 P.M.

The invocation was provided by Supervisor Bowen.

Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn announces the first item tonight is information concerning RiverStreet in Nottoway County. Administrator Anzivino reviews information presented to the Board in the July 21, 2021 meeting. RiverStreet Networks has asked Nottoway County to partner with them to bring fiber network broadband to 1,089 homes in two sections of Nottoway. Campbell County has accepted a proposal and allowed a cooperative purchasing rider for other localities. Nottoway County can sign a non-binding Memorandum of Understanding to form a partnership for preparation of the VATI grant application. If the funds are not awarded, Nottoway County owes nothing. If the grant is approved, there will be a much more complex contract to negotiate with RiverStreet listed as the provider.

Supervisor Roark makes a motion as follows: In accordance with the County’s discussions with RiverStreet Networks and acknowledging their offer to partner with Nottoway County in providing broadband services to approximately 1,089 homes as part of the upcoming Virginia Telecommunications Initiative (VATI) 2022 grant program, I move to direct staff to take necessary action to access the cooperative procurement opportunity under Campbell County’s approved VATI Internet Initiative and authorize the Chairman to enter into a non-binding Memorandum of Understanding with RiverStreet pertaining to filing a 2022 VATI application to cover a portion of the cost for building a fiber network and providing broadband services to specific underserved locations in Nottoway County as indicated on the attached map. The motion received a second from Supervisor Simmons. Following a voice vote the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn moves to the next item on the Agenda: Ratification of an Employment Agreement for Nottoway County’s next Administrator. Vice Chair Shekleton asks Administrator Anzivino to discuss the general process of selection. Administrator Anzivino briefly explains the selection process and notes that there were twenty-seven applicants. The Board narrowed the pool to five and gave great deliberation to the selection of a new County Administrator. Vice Chair Shekleton informs that the Board of Supervisors unanimously agreed on selecting Ted Costin as the next Administrator then provides biographical information and a start date of August 23, 2021.

She then welcomes Mr. Costin and provides the following motion: In accordance with the Board’s prior discussions conducted in accordance with the Virginia Freedom of Information Act concerning hiring and compensation of a new County Administrator, I move that Mr. Philip

August 5, 2021

S. T. Costin be confirmed as Nottoway County's next Administrator, effective Monday, August 23, 2021, in accordance with the employment agreement previously discussed and presented this evening and that Mr. Cost be entrusted with performing all duties and responsibilities outlined under Section 15.2-407 of the Code of Virginia, the Nottoway County Code, and adopted policies of the Board of Supervisors of Nottoway County. The motion receives a second from Supervisor Simmons. Supervisor Bowen calls for a roll call vote which proceeds follows.

S. W. Bowen	Yes
L. K. Shekleton	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
S. C. Vaughn	Yes

Chairman Vaughn remarks this vote has been in the works since early 2021. He then provides biographical information on Mr. Costin. He states he looks forward to working with Mr. Costin to serve Nottoway residents.

Newly appointed County Administrator Costin addresses the Board of Supervisors and praises them for this evening's actions on broadband and also appointing him. He addresses each Supervisor individually and thanks each for the confidence and trust placed in him. He thanks Mr. Anzivino for helping in the process.

Supervisor Simmons moves that the ratification of employment agreement for Nottoway County's next Administrator, Mr. Costin, be approved. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carried as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen praises Chairman Vaughn for leading through the selection process. He had prayed for unity, wanting our new Administrator to have a 5-0 vote and to feel like he was coming home.

Supervisor Roark remarks that Nottoway was blessed to have a good pool of candidates, to have Mr. Costin rise to the top, and he loves the opportunity to have him here.

Supervisor Simmons welcomes Mr. Costin and looks forward to working with him.

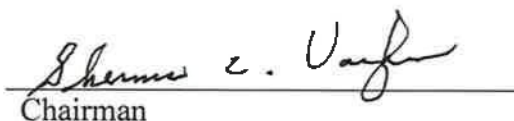
Vice Chair Shekleton wants to echo the others' sentiments in welcoming Mr. Costin and looks forward to working with him.

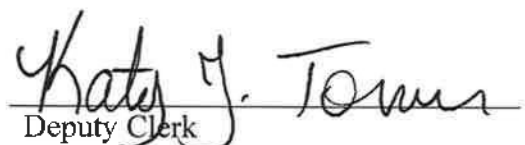
Administrator Anzivino informs that there will be an upcoming vaccination clinic next Tuesday from 1-5 p.m. at the High School. Also, at the August 12, 2021 worksession, Mr. Anzivino will propose that the Board allow a Memorandum of Understanding with ABM Engineering to look for energy savings at the Courthouse Complex. The study is free to us.

Supervisor Bowen adds a thank you to Vice Chair Shekleton whose Human Resources knowledge was greatly needed and appreciated throughout the candidate selection process.

Chairman Vaughn entertains a motion to adjourn. Supervisor Roark makes a motion to adjourn. The motion receives a second from Supervisor Simmons.

Adjournment at 6:01 PM


Chairman


Deputy Clerk

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 12TH DAY OF AUGUST IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
JOHN A. ANZIVINO COUNTY ADMINISTRATOR
VIVIAN SEAY GILES , LEGAL COUNSEL

Chairman Vaughn called the meeting to order at 6:30 P.M.

The invocation was provided by Supervisor Bowen. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn presents the first item: Dave Rose of Davenport & Company. Administrator Anzivino introduces Mr. Rose. The County may have a number of major purchases coming in the next few years. Mr. Rose represents a firm that can help the County in a number of ways, to get policies in place and present a cash flow analysis to guide the County financially. Davenport is extremely helpful at analysis, looking at projects, and the best way to fund them. They represent a number of our neighboring counties, and it would be beneficial for the Board to consider their services.

Dave Rose introduces himself and Davenport & Company, Virginia's largest investment firm. Davenport represents about 2/3 of the counties in Virginia, including our surrounding counties. Nottoway County is in good shape financially. He presented a booklet, Discussion Materials - Comprehensive Financial Overview and Initial Observations, to the Board and referred to it throughout his presentation. He gives a thorough overview of Nottoway's finances in relation to credit ratings and general fund operations.

Administrator Anzivino confirms with Mr. Rose that this General Fund information does not include monies from other bodies such as the IDA. He informs the Board that there are healthy balances in the IDA and LRA accounts.

Mr. Rose says Nottoway can begin in a position of strength with what funds it has currently. He continues with debt profile, debt capacity, and debt affordability. Any debt must be repaid, so incurring debt as an investment can be thought of as a tool. With a plan and the right policies in place, Nottoway could responsibly take on \$25 million of borrowing over a five plus (5+) year period. He proposes working with staff and putting together a Comprehensive Financial Review to then return later to present to the Board in an interactive worksession. Once amendments are made, the Review would then be presented formally to the Board and citizens. The process takes three to four months.

Administrator Anzivino asks the cost of a Comprehensive Financial Review. Mr. Rose says approximately \$15,000 to \$20,000.

Chairman Vaughn wishes Mr. Rose a Happy Birthday and thanks him for coming.

Supervisor Bowen would like to move forward with a plan, remarks that Davenport has a good reputation,, and encourages the Board to think about this. He would like to put this topic on the next meeting's Agenda.

Administrator Anzivino reminds the Board that the Ice Storm After Action Report and the Fire/EMS study presented with common findings, and the Board can now move forward with a job description for the Emergency Coordinator position that will work with Emergency Management and Fire/EMS. He discussed this with the incoming County Administrator, and they will collaborate so as to have a description ready on August 26th for approval, to begin the recruitment process.

Administrator Anzivino is working to clean the EOC and make improvements to have it presentable for committee meetings as well as have it ready for any future incident. Two short-term and immediate improvements are being considered: installing additional outlets and phone jacks and also upgrading the generator to allow the heating/cooling system to run in the event of an outage. The long-term goal is to find a new location to fit all needed personnel and equipment.

Administrator Anzivino has interviewed the fire chiefs one on one and plans to follow up with Rescue. He would like to find what the County has done in the past, the problems, and possible ways to improve. Each fire department is run by a different model, but this is a County responsibility; town residents are County residents. The County has provided nominal support in the past. Financial support needs to be equitable, but the funding formula will be complicated since existing local funding is varied. Staffing, communications, and dispatching are major concerns, and volunteerism is dwindling.

Administrator Anzivino reports that core emergency training for elected officials and staff needs to take place right away. Also, the EOP needs updating which is primarily a County responsibility. The EOC is being improved. The new coordinator will want to coordinate with the Towns to organize exercises and have staff and volunteer departments involved. Administrator Anzivino is developing a contact list to disseminate emergency information and weather updates. He suggests the Board meet with the new Administrator for facilitated strategic planning and then again later with Fire/EMS and the new coordinator so that everyone knows the operations at all levels. The dispatch system should be included in the next Budget discussion. Administrator Anzivino is suggesting to the new Administrator to begin the budget process in the fall.

A common need mentioned by the Chiefs and is noted in the Fire Study is coordinated training among the volunteer departments. There needs to be enough training and offered to all so that service is consistent throughout the County.

A capital budget fund is needed as major expenses for the volunteer departments are purchases of equipment. These fit into the capital planning process, and it is a common practice to assist in these purchases.

Beyond the hiring of the new coordinator, Administrator Anzivino suggests the Board outline priorities to be addressed by the new Emergency Coordinator based upon reports, discussions, and information from the local volunteer departments. All of this should be fit into a work plan and then integrate any expenses into the budget.

Administrator Anzivino addresses the planned Blackstone/Crewe water line to service the state institutions just west of Crewe. A number of the lines pass through the County. This is a budgeted item for the State, so the money is there, and they are moving forward. They have identified a number of easements they will need, and they are interested in engaging the local governing bodies that would benefit from this. An informational session will be planned for September or October to bring Town Councils together with the Board to hear more.

There are a couple of upcoming projects for the Planning Commission such as the longer-term updating of the Comprehensive Plan. There was a July 20th citizens meeting for input from the community, and a summary of findings will be provided to the Board at its August 26th meeting. A shorter-term project is an updating of the Zoning Ordinance regarding solar facilities. The Planning Commission's Renewable Energy Committee recently met and heard Susan Seward of Advantus speak to the complexities of the siting process and different methods of recouping tax dollars on these facilities. We do have solar projects in the pipeline. Susan Seward is a member of the Sussex Board of Supervisors and has knowledge and experience with the varying aspects of bringing solar facilities into a County. She will be advising the Planning Commission and the Board of Supervisors as we move forward.

There will be a request from Prince Edward to participate in the funding of the forensics audit for Crossroads. Administrator Anzivino attended the Crossroads Board meeting on July 27, 2021, and there are deep-seated problems. Prince Edward County, as fiscal agent, has taken a leadership role to call for the forensics audit and is planning to withhold a portion of their contribution to Crossroads to help fund the audit.

August 12, 2021

Administrator Anzivino mentions there were several Courthouse repairs pending when he arrived, and those are almost done. We need an additional proposal on the painting due to the expense of replacing the handrails. The fire system and elevator are now up to date. Work on the storage buildings is done as well as the replacement of the porch on the Administration building. Most of the rotting columns and trim have been replaced. Roof and gutter repairs were completed by the slate/copper company.

The Landfill now has an office building for the Supervisor. The building is being finished, and we are trying to get fiber internet in place there. There is a plan in the works to remove some metals from the landfill stream and get them to a recycler on a trial basis. Administrator Anzivino and Gary Easter have been working to limit the small landfill bills by setting a higher minimum. The new Administrator and Gary Easter will work together on this and return to Board of Supervisors with their suggestions. Gary Easter has trained all convenience center attendants so that all sites are consistent.

The CRC Consultant RFP has been approved. We now have 11 firms we can draw from for a number of services including engineering and architectural services.

After receiving the signed MOU, RiverStreet has begun work on the grant application regarding Broadband in two outer areas of the County. They are also considering ways to possibly cover the middle portion of the County.

There was a COVID clinic at the high school which had 67 people in a period 4 hours. The Health Department was pleased with the positive response from the citizens.

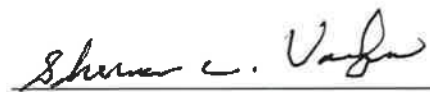
Administrator Anzivino provided a proposal from ABM Engineering for a no-cost initial audit of the Courthouse Complex's energy use. They will look at our equipment and energy use to find areas for savings. Because there is no cost to the County, the Administrator does not believe the small purchase procurement policy requires Board approval, but he would like to hear any objections. The Board has no objections to moving forward.

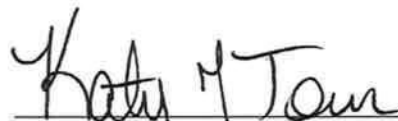
The State has alerted Nottoway County to a drawdown for emergency supplies, so we have put in an order for PPE supplies and prepackaged meals to replenish stores for the next emergency.

Administrator Anzivino informs the Board that there is a request from the Registrar's Office for legal assistance as it attempts to recover records from the previous secretary to the Electoral Board. The Board signified approval to help the Registrar's Office with legal support on the issue.

Chairman Vaughn asks for comments from each Board member. With no comments received, he entertains a motion to adjourn. Supervisor Roark makes a motion to adjourn. The motion receives a second from Supervisor Simmons. The vote was unanimous.

Adjournment at 7:48 PM


Chairman


Deputy Clerk

August 26, 2021

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 26TH DAY OF AUGUST IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR
JOHN A. ANZIVINO, TRANSITION ADVISOR
VIVIAN SEAY GILES, LEGAL COUNSEL

Chairman Vaughn called the meeting to order at 7:00 p.m.

Chairman Vaughn addresses two items. First, there are children, champions in the audience who will be presented with a resolution early, just after the Pledge of Allegiance. Secondly, during the delegations from the public, citizens will have 5 minutes to speak. There are 12 who have signed up, and a citizen must have done so before 7:00 p.m. in order to speak.

The invocation is provided by Supervisor Bowen. Chairman Vaughn leads everyone in the Pledge of Allegiance to our flag.

Supervisor Simmons reads the resolution recognizing the Virginia Nottoway Angels All Star 10-U softball team. Chairman Vaughn and Vice Chair Shekleton present each team member and coach with a copy of the resolution. Supervisor Bowen recognizes his niece from the team and praises the team for the good representation of Nottoway.

Chairman Vaughn moves to approve the Agenda. Supervisor Bowen makes a motion to approve with the amendment of putting the softball team's resolution first. Vice Chair Shekleton provides the second. Supervisor Simmons has a potential motion. Supervisor Simmons says that in order to consider a grant opportunity that was conveyed on August 23, 2021, by the Virginia Department of Elections which is due September 3, 2021, she moves to invoke the emergency allowance of Section 5-1 of the current Nottoway County Board of Supervisors' Rules of Procedure and allow an item, Procurement of Funding for Sunday Voting, to be added to tonight's agenda under New Business. The motion received a second from Supervisor Roark for discussion. Supervisor Roark would like confirmation that this meets the criteria of an emergency exception. Supervisor Bowen accepts the amendment to the Agenda. Administrator Costin explains that the County received notification of this Monday and the grant deadline is September 3rd, but the issue is whether to amend the agenda in order to discuss it. Supervisor Bowen mentions this as possibly being an emergency to some, and he would like it added to the Agenda. Supervisor Roark allows the second to stand. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn begins the Delegations from the Public.

Thomas Crews: Asks the Board to fully fund Sunday voting. He asserts the Registrar needs a full-time assistant whether or not she opens for the two Sundays the Electoral Board voted on. This should not be considered a partisan issue as all residents can vote when the polls are open.

Tom Reynolds: States the reason for the emergency amendment to tonight's agenda is to cover labor and resources for Sunday voting. He points out the Governor has said counties may allow Sunday voting; it is not a mandate. He heard someone mention having wiggle room in the budget which is a bad practice for accounting and believes there are more cost-effective ways to spend money.

Chris Page: [Supervisor Bowen congratulates him for his new position on the Electoral Board.] States the Electoral Board will be speaking tonight to request funding for Sunday voting, but he speaks now as a citizen. Voters already have 45 days to vote, and there is a history of low turnout during early voting anyway. Sunday voting would be a waste of taxpayer money. He points out the Registrar and staff will have to work many consecutive days if this is approved which leads to low employee morale.

Tyler Scott: Is an election officer and thinks Sunday voting is politically motivated. She worked at the poll for 15 hours one day during the last election. This has been done to overwhelm the Registrar and election officers. She is asking the Board not to fund.

Richard Hawkins: Encourages the Board to vote 'no' to funding Sunday voting. There are currently enough voting days without this addition. The Electoral Board voted to table the issue and then turned around and voted to approve it at its next meeting. There was an overwhelming sentiment against opening on Sundays from citizens and poll workers at last night's Electoral Board meeting. There is no guaranteed reimbursement with this new grant which would leave Nottoway County solely responsible for all expenses.

Sharon Caldwell: Has been a poll worker for 18 years and believes we do not need Sunday voting. She relates one election with early voting when she worked three days only to see one voter come in. In 18 years, she has never seen a need for any extra voting days.

Ricky Rash: Attended last night's Electoral Board meeting and agreed with many on both sides of the issue. The issue is funding and whether everything can come together in time. He urges the Board that any money going to the Registrar include funds for Robert's Rules of Order, training, and legal counsel.

Anmarie Collins: Is against spending money for early voting and believes the money is better spent elsewhere.

Sarah Allen: Is Chair of the Electoral Board but comes as a citizen. She is for funding Sunday voting and believes Constitutional rights are always an emergency. Nottoway is rural and needs more opportunities for everything which starts with voting. She sees a need to spread out voters due to Covid, but she wants an extra opportunity for all citizens to vote.

Angela Stewart: Sunday voting is like asking her and her staff not to take time off. She believes that once Sunday voting is accepted, it will always be expected. There is the possibility of grant reimbursement this year; next year early voting will be expected but funding will not be provided. There are three elections a year, and there are 45 days of early voting now. No Nottoway citizen has ever been denied the right to vote; there are already procedures in place. She has two part-time staff that cover in case of emergencies, and she does not have funding to pay them full time to cover Sunday voting. She thought the Electoral Board had tabled Sunday voting until the next budget cycle which would have given her time to hire and train staff. Nottoway has had 29 years of fraud-free elections with best practices in place.

Janet Bunnell: Is not in favor of Sunday voting and asks the Board not to fund. With 45 days of early voting, absentee, and mail-in ballots, there is ample opportunity to vote. There are currently not enough poll workers, this is not a state requirement, and early voting brings small turnouts. She hopes the Board will consider citizens' input. This may be a financial burden beyond this election and is a hardship on the Registrar.

Clarence Hawkes: Attended last night's Electoral Board meeting. He has seen a time when some did not have the right to vote. He is afraid Nottoway is sliding back into racism. He is for Sunday voting and believes every individual should be given the right to vote. He asks the Board to fund Sunday voting.

Chairman Vaughn closes the delegations from the public.

The Board held the following Public Hearings:

1 - Nottoway County Public Schools - Budget Adjustment as follows:

REVENUES:

3-201-33084-0425-599	Addressing Unfinished Learning Grant (new grant)	\$765,033.62
		<u>\$765,033.62</u>

EXPENDITURES:

4-201-61310-1130-900-000-599	Family Outreach Coordinator Salary	\$105,030.00
4-201-61310-2100-900-000-599	FICA - Family Outreach Coord	8034.80
4-201-61310-2220-900-000-599	Hybrid VRS - Family Out Coord	17,446.00
4-201-61310-2300-900-000-599	Health Ins - Family Outreach Coord	13,464.00
4-201-61310-2400-900-000-599	Group Life - Family Outreach Coord	1,507.96
4-201-61310-2510-900-000-599	Hybrid Disability - Family Out Coord	275.00
4-201-61310-2750-900-000-599	RHC - Family Outreach Coord	1,292.00
4-201-61310-1151-200-100-599	Instructional Assistants Salary	84,535.00
4-201-61310-2100-200-100-599	FICA - Instructional Asst	6467.00
4-201-61310-1151-300-100-599	Instructional Assistants Salary	84535.00
4-201-61310-2100-300-100-599	FICA - Instructional Asst	6467.00
4-201-61310-1620-900-000-599	Tutor Salary	150,000.00
4-201-61310-2100-900-000-599	FICA for Tutor Salary	11,475.00
4-201-62230-1133-900-000-599	School Social Worker Salary	113,334.12
4-201-62230-2100-900-000-599	FICA - Social Worker	8,670.06
4-201-62230-2210-900-000-599	Hybrid VRS - Social Worker	12,683.06
4-201-62230-2300-900-000-599	Health Ins - Social Worker	6,732.00
4-201-62230-2400-900-000-599	Group Life - Social Worker	1,518.68
4-201-62230-2510-900-000-599	Hybrid Disability - Social Worker	272.00
4-201-62230-2750-900-000-599	RHC - Social Worker	1,371.37
4-201-61310-6000-900-000-599	Materials & Supplies	129,923.57
		<u>\$765,033.62</u>

Sue Yeatts asks from the audience for the matter to be repeated due to the inability to hear. Assistant County Administrator Tomer repeats the matter.

With no one to speak either for or against, Chairman Vaughn closes the Public Hearing. With no discussion by the Board, Supervisor Roark makes a motion to approve the Budget Adjustment. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Special Exception - William York, Mobile Home Park

William York, owner: Requests to amend an existing Special Exception Permit for his mobile home park, to align it with current Zoning Ordinance allowances. Property is located off Wilburn Road in the Bellefonte District and is zoned Rural Residential. Request is made pursuant to Section 4-7-3-2 of the Nottoway County Zoning Ordinance – USES PERMITTED BY SPECIAL EXCEPTION.

Advisor Anzivino presents further information regarding the property which is included in the Board package. The Planning Commission unanimously approved the request with the following recommended conditions. This Special Exception is granted for a mobile home park use expansion for William York on Nottoway County Tax Map 43-4-4. William York shall obtain appropriate permits from the Virginia Department of Health prior to filing applications for building and zoning permits. A copy of a scale drawing shall be submitted showing all lot lines and setbacks of the proposed mobile home from Wilburn Road and adjoining properties. This Special Exception shall become null and void if the mobile home park use is abandoned for a period of twenty-four (24) consecutive months. The Special Exception may be revoked by

Nottoway County or by its designated agent for failure by the applicant to comply with any of the listed conditions.

Chairman Vaughn asks if anyone is present to speak for the Special Exception. William York is present and addresses the Board. He confirms that this additional mobile home is on his 30+ acres and will be for his daughter's relative.

With no one to speak against, Chairman Vaughn closes the Public Hearing.

Vice Chair Shekleton states that after reviewing the Planning Commission's recommendation and the applicant's submission for a Special Exception Permit filed under Section 4-7-3-2 of the Nottoway County Zoning Ordinance on June 17, 2021, and after conducting a public hearing, she moves to approve the Special Exception Permit an expansion of an existing mobile home park by one (1) unit for William York located off Wilburn Road in Bellefonte District as described in the previously filed Special Exception Permit application, incorporating the Planning Commission's recommendations. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 - Special Exception - Kenneth and JoAnn Moorefield, 460 Natural Resources

Kenneth Moorefield: Request to place a Light Commercial business on property located off Simmons Lane in Blendon District. Property is zoned Conservation and is listed to Kenneth Moorefield and Joyce A. Moorefield. Request is made pursuant to Section 2-2-4-26 of the Nottoway County Zoning Ordinance – USES PERMITTED BY SPECIAL EXCEPTION.

Advisor Anzivino presents further information regarding the property which is included in the Board package. The applicant may wish to reactivate the previously approved sawmill but desires to supplement the current sale of sheds with the sale of gravel, sand, and mulch. The Planning Commission unanimously approved the request with the following recommended conditions. This Special Exception is granted for light commercial uses as indicated in the applicant's Special Exception application and site plan filed by H. Kenneth and JoAnn Moorefield, trading as 460 Natural Resources, and identified as Nottoway County Tax Map 42-135. The site plan submitted shall be substantially complied with and additions of lighting and other physical improvements not outlined in the application and site plan must be approved by the Zoning Administrator. This Special Exception shall become null and void if the light commercial and sawmill use is abandoned for a period of twenty-four (24) consecutive months. This Special Exception may be revoked by Nottoway County or by its designated agent for failure by the applicant to comply with any of the listed conditions.

Chairman Vaughn asks if anyone is present to speak for the Special Exception. Kenneth Moorefield is present and addresses the Board. He thanks the Board and confirms the sawmill will be on site tomorrow. He also spoke with Luck Stone who seemed pleased someone would open to accommodate citizens who need smaller amounts than they can offer. He plans to sell large loads or small buckets full, whatever amount is needed.

With no one to speak against, Chairman Vaughn closes the Public Hearing.

Supervisor Bowen states that he was at the Planning Commission meeting and, after reviewing the Planning Commission's recommendation and the applicant's submission for a Special Exception Permit filed under Section 2-2-4-26 of the Nottoway County Zoning Ordinance and after conducting a public hearing on August 26, 2021, he moves to approve the Special Exception Permit allowing for light commercial uses in a C-1 Conservation District for H. Kenneth and JoAnn Moorefield, trading as 460 Natural Resources, located at the intersection of US Business 460 and VA Secondary 699 (Simmons Lane) in Blendon District as described in the previously filed Special Exception Permit application, incorporating the Planning Commission's recommendations. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board receives the following Department reports:

1. Highway Department: Petersburg Residency/Nottoway Area Headquarters: Maintenance Report for the month of August 2021.

2. Solid Waste: July 2021 Nottoway County Sanitary Landfill waste report; average of 61.87 tons of waste per day received. June 2021 Nottoway County Sanitary Landfill waste report; average of 63.74 tons of waste per day received. July 2021 Leachate Disposal Record; 334,000 gallons hauled.

3. Planning Commission: The Planning Commission met in August to hear a Special Exception by William York for a Mobile Home Park expansion and a Special Exception by H. Kenneth and JoAnn Moorefield for a light commercial business in a C-1 zoned district. There was a brief update on the progress of the Comprehensive Plan as well as the Renewable Energy Committee's meeting regarding solar farms.

Supervisor Roark asks for a point of order noting that the Board did not approve the Minutes earlier tonight. The minutes of the July 15, 2021 regular Board meeting, the August 5, 2021 special meeting, and the August 12, 2021 regular Board meeting were presented. Supervisor Simmons moves to receive and adopt the July 15, 2021, August 5, 2021, and August 12, 2021 minutes as presented. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4. Building Inspection/Erosion & Sediment Control: July 2021 report; 29 permits issued for \$6,380.40 in permit fees with \$2,518,724.00 in construction value.

5. Animal Control: July 2021 report; 148 animal control calls.

6. Piedmont Health District Dashboard: Report dated August 4, 2021; Nottoway has 14 current active Covid cases.

Reports, requests, and recommendations of Constitutional Officers:

1 - Jane L. Brown, Clerk: not in attendance

2 - Robert L. Jones, Sheriff: nothing at this time

3 - Ellen F. Myatt, Treasurer: not in attendance

4 - Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 - Leanne Watrous, Commonwealth's Attorney: nothing to report but welcomes new County Administrator Costin.

The Board revisits the following unfinished business:

1 - Appointments: Advisor Anzivino informs the Board that there are continued vacancies on the Planning Commission. An appointment to the IDA was erroneously included in the Board package as the Board had previously voted to hold any IDA appointments until the new economic development director is hired. Presented is William Gunn as a reappointment to the Planning Commission.

Vice Chair Shekleton moves to reappoint William Gunn to a four (4) year term on the Nottoway Planning Commission effective immediately and ending at midnight on August 16, 2025. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Crossroads CSB Forensics Audit: Advisor Anzivino reminds the Board that the Counties of Prince Edward, Buckingham, Cumberland, Charlotte, and Nottoway have all adopted resolutions requesting Crossroads Community Services Board to conduct a thorough external, independent forensic audit for fiscal years 2019-2021. On June 22, 2021, the Crossroads Board voted to proceed with the audit and appointed an ad hoc audit committee to help with selecting an auditor. On July 27, 2021, that Board voted to dissolve the audit committee and instead proceed with an RFP that is inherently conflicted by requesting both a forensic audit and a financial statement audit. Therefore, at its August meeting Prince Edward County voted to proceed with Phase 1 of a forensic audit for fiscal years 2019-2021 which is estimated to cost \$15,000 to \$20,000. If the audit finds indicia of fraud and misfeasance, internal control breaches, or lack of controls, a Phase II full-scale forensic audit could proceed.

Supervisor Bowen notes to the Board and public that Nottoway has a good representative on the Crossroads Board in Supervisor Simmons who is well respected by her colleagues. There are funding issues, and an audit needs to be done to find out where the money is going. Supervisor Roark seeks confirmation that it is over \$2 million that is missing. Supervisor Simmons confirms that the figure is \$2.4 million.

Supervisor Simmons moves that the Board of Supervisors of Nottoway County approve participation in funding of a forensics audit for the Crossroads Community Services Board, with funding to support the audit being allocated from the Board's approved FY 2022 appropriation to Crossroads. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn states that the allocation is \$4,000. Supervisor Simmons informs the Board that the audit began Monday. Supervisor Bowen thanks Supervisor Simmons for her work. Chairman Vaughn agrees and praises Supervisor Simmons for a great job on that Board.

3 - Consideration of Position Description for Emergency Management Coordinator: Administrator Costin informs the Board that Advisor Anzivino began this project and has been compiling samples of comparative job descriptions to blend and design a description to fit what the Board seeks. He has received more today but would ask that the Board carry this topic over to its September meeting. The Board is agreeable.

The Board considers the following new business:

1 - Authorization to Advertise Delinquent Real Estate Taxes: Advisor Anzivino presents a list of delinquent real estate/personal property taxes. Estimated cost to advertise is approximately \$14,500, but that expense is recovered in the payment of said taxes. Supervisor Bowen mentions that he once opposed this due to the cost of advertisement, but because the County recovers that money and he believes all should pay their taxes, he makes a motion to approve the advertising. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes

L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Town of Crewe CARES Act Authorization: Assistant County Administrator Tomer acknowledges that the Town Manager of Crewe, Brian Thrower, is here and turns the floor over to him. Mr. Thrower says that he is here to answer questions, but a synopsis of the issue is in the Board package. Assistant County Administrator Tomer explains that the Town of Crewe would like to expand their office space to distance current employees as well as the planned new hires. The Town currently has one grant hire and creating that office space is allowable as well as some of their other ideas such as installing touch-free systems. She adds that guidance received from the U.S. Treasury suggests that using the funds to renovate the upstairs is a gray area. Vice Chair Shekleton asks what is the deadline for expending the CARES Act funds, does the disbursement and completion of the work need to be by the end of the year, and is Crewe's allotment sufficient to cover this request? Assistant County Administrator Tomer says Crewe is asking the Board to pick up any reminder of the expense above their allotment. Supervisor Simmons says the Board has always relied on the guidance of the Treasury. Vice Chair Shekleton concurs and adds her concern is that if the Treasury is questioning it and may possibly disallow it, the County is then responsible.

Supervisor Roark is in favor of approving Crewe's request due to the Delta variant, that Crewe is expanding their personnel, and as more restrictions seem to be on the horizon, the health, safety, and welfare of the citizens is important.

Vice Chair Shekleton states that there are clearly allowable expenditures because they are directly related to Covid and asks Mr. Thrower to explain how this expenditure is directly related to Covid. Mr. Thrower states that without a designated conference room and looking toward space for planned additional hires, social distancing is not possible without the upstairs renovation. In response to Vice Chair Shekleton's inquiry regarding whether the project can meet the year-end deadline, Mr. Thrower admits that they are in a time crunch at this point. Mr. Thrower says their remaining allotment is between \$250,000 - \$300,000.

Supervisor Bowen addresses the difficulty of renovating the upstairs while bringing the building up to code for accessibility with no elevator. Mr. Thrower offers a solution of putting the conference room space downstairs rather than having citizens navigate the stairs.

Vice Chair Shekleton says clearly allowable components would be good, but if the U.S. Treasury is questioning the renovations, she is not comfortable approving it. Supervisor Simmons concurs and adds that the County has been very careful to this point in following the CARES Act guidelines. She does not want the County to have to repay anything.

Supervisor Roark asks that if the County does not pay out until after completion, could the Board approve the project and use the money to pay Crewe for whatever is allowable and complete at year's end. Assistant County Administrator Tomer informs him that the entire project must be complete by year's end. Supervisor Roark asks Mr. Thrower if he intends to work on this project in sections. Mr. Thrower says the redesign is conceptual at this time, and he would need to bring in an architect and conduct a space needs study which could take two months. Supervisor Roark asks if Crewe is able to pick up any extra expense, and Mr. Thrower says there is no money budgeted for this project.

Supervisor Bowen informs that Burkeville had to get creative in order to have socially distanced meetings by using the Fire Department and then the Train Station. He adds that the County would be on the hook to repay this money.

Assistant County Administrator Tomer says the uncertainty in what is allowable comes with the hiring of new employees and creating workspace for them this far into the pandemic. Supervisor Roark says he is all about the health, safety, and welfare of the employees as they are citizens, too, and the Board should proceed because even though this is a risk, everything is a risk. Chairman Vaughn says we cannot put the County on the spot like that. Supervisor Simmons says that they need the space, but it's a matter of where the funds will come from. Vice Chair Shekleton says that with the architectural element taking two months, the discussion is moot because the end-of-year deadline cannot be met.

Supervisor Simmons moves the Board not approve this request. Vice Chair Shekleton provides a second for discussion.

Supervisor Bowen says that if the deadline is to be complete by year's end, there is no way it can be done. Supervisor Roark would like to afford the Town an opportunity to re-plan and re-present this issue at the next Board meeting to which Supervisor Bowen says there is no way for the Town to budget their plan given the unknowns of funding. Administrator Costin asks if there is a definitive list of what is allowable. Assistant County Administrator Tomer says the elements she mentioned as being allowable are fine, the issue lies with the hiring of new employees that appear to exacerbate the distancing issue.

Administrator Costin asks Mr. Thrower if there are parts of this plan that he can do. Mr. Thrower reports that what he needs is to know whether he should hire an architect at this time.

Supervisor Bowen asks if the County can seek an extension. Assistant County Administrator Tomer says the County is not able to request an extension.

Supervisor Simmons and Vice Chair Shekleton confirm that the motion is that the Board cannot approve the Town of Crewe's request at this time. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	No
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 - Approval for First Step of Long-Range Financial Plan: Advisor Anzivino reminds the Board of the August 12th presentation by David Rose of Davenport. At that presentation, the Board expressed a desire to proceed with taking the first steps in the long-range financial planning process by requesting a scope of work. Advisor Anzivino provided copies of the scope from Davenport which he reviews. The cost would be \$20,000 plus 4% for overhead. There are very few firms in the state that provide this type of service. A similar firm quoted a cost of \$30,000. From the County's procurement standpoint, Nottoway could piggyback off Dinwiddie's current RFP. This is something the County needs to do as some larger capital expenses are coming with a radio system replacement, the construction of an administration building and an animal control facility, fleet replacement, etc. A financial plan would help guide the County, minimize financial impact on the taxpayer as well as on the Board of Supervisors. Two Davenport employees are present to answer any questions the Board may have.

Supervisor Roark feels confident the County is following procurement guidelines with this and is ready to move forward. Vice Chair Shekleton agrees we could use their financial expertise.

Vice Chair Shekleton moves to accept Davenport's proposed Scope of Services in an amount not to exceed \$21,000 for a complete and formal comprehensive financial review that will serve as the basis for long-range planning, financial policies, and recommendations on best practices, given the County's needs. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Tuition Reimbursement Policy: Advisor Anzivino presents to the Board a policy to allow the County's staff the opportunity to grow their skills. This is modeled after a similarly-sized county's program, and he surveyed several colleges for cost which averages \$1,400 per class. There are currently two employees interested in enrolling, so the County's cost would be around \$3,000 for the first year of this program. The cost would be taken from the Board's contingency fund this year and factored into the Budget in the future. There are safeguards for the County such as courses must be job related, approval must be granted prior to registration, the employee must have twelve months of service, a maximum of \$1,400 per employee until funds are exhausted, and employees may enroll in only one class per semester. This will be taxable income per IRS guidelines. The employee must remain for twelve months after course

completion or there will be prorated payback deducted from their last paycheck. The County does not pay for books, and the employee must maintain a satisfactory grade of 'C' for undergraduate level or 'B' for graduate level.

Supervisor Roark asks if a motion to approve as proposed would include the "not to exceed \$3,000". After Advisor Anzivino confirms that is correct, Supervisor Roark adds that the Board has moved forward with the employees and should not back up now. Supervisor Simmons agrees.

Supervisor Bowen likes the policy but asks how the County will track for twelve months to ensure repayment is made if the employee leaves. He has seen this go wrong. Advisor Anzivino reminds Supervisor Bowen that this policy would, at best, cover 15 employees. If the policy is in place and the agreement is signed, it would not be hard to track.

Supervisor Roark moves that the proposed Tuition Reimbursement Policy be approved as proposed with an effective date of September 1, 2021. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen thinks it a great policy that will help with employee retention and appreciates staff's hard work on this.

5 - Cell Phone Reimbursement Policy: Advisor Anzivino presents this policy for consideration. There are some employees with County-issued phones as well as some employees using personal cell phones for County business who receive no reimbursement. The new Emergency Management Coordinator will need a County-issued phone, but the new economic development employee will likely need only a stipend. This proposed policy offers two tracks: County-issued phone or a stipend of \$35 per month for those using their personal phone less often.

Supervisor Simmons moves that the proposed Cell Phone Reimbursement Policy be approved as proposed with an effective date of September 1, 2021. The motion receives a second from Supervisor Roark. Supervisor Bowen states this is a good policy, and it is better than employees having two cell phones. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

6 - Employee Compensation Recommendation: Advisor Anzivino approaches the Board with a proposed salary increase for a key County employee who was offered a better-paid position elsewhere. The employee will still be within the Board approved salary grade (grade sixteen), and it has no impact on the budget due to savings already realized this fiscal year. If the Board approves the recommendation, there is an increase to \$48,000 retroactive to August 1, 2021, with an additional increase to \$50,000 six months from September 1, 2021, pending progress in four target areas, specifically:

1. Migrating current Solid Waste billing and collection responsibilities to the County's soon-to-be-hired Fiscal Assistant.

2. Establishing electronic files for employee records as an initial step in creating an updatable human resources system.

3. Development of an electronic monthly reporting form (in Excel) for use of supervisors to record hourly employees' hours for compensation purposes. As part of this effort, exploration should take place in exploring the feasibility of and migration of the electronic data gathered into the current payroll system.

4. Development of options for the Board to consider in having the current County personnel policies updated. This should include comparisons of estimated cost for a complete rewrite of the policies using resources from the County's current legal counsel and outside consultants who regularly conduct this type of work for local governments.

Supervisor Roark moves that after careful analysis of information provided by the former Interim County Administrator, he moves to adopt the compensation increases noted above with an effective date of August 1, 2021. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

7 - Discussion/Appointment of Transition Advisor/Project Manager: Vice Chair Shekleton states that Advisor Anzivino has alerted the Board to fifty-two situations or projects needing attention, some critical. At the Board's request and with Administrator Costin's agreement, Mr. Anzivino has agreed to continue working, primarily remotely but with as-needed trips to Nottoway, as a part-time Transition Advisor/Project Manager to help Mr. Costin transition into his new role and to continue with projects already begun. Projects include, but are not limited to, redeveloping the budget schedule process; carrying through to the RFP process and consultant selection development of a new compensation classification plan, updated personnel policies, and employee evaluations; carrying the broadband project through the application stage; helping coordinate the new animal shelter project from the design phase to the bid process; participating in committee work on the updated solar ordinance through the public hearing stage; and to work with ABM Engineering on heating/cooling systems at the Courthouse Complex. This temporary, part time remote position requires a new employment agreement be executed.

Vice Chair Shekleton summarizes some of the major components of the agreement for the new Project Manager/Transition Advisor position. Mr. Anzivino will report to the County Administrator and Board of Supervisors. He will assist the County Administrator in transitioning ongoing projects and developing an understanding of County processes. He will assist the Board & the County Administrator in completion of mutually agreed upon projects and provide progress updates as requested. The terms of employment will be for an indefinite period not to exceed 4 months which can be extended or shortened by mutual agreement. Mr. Anzivino will keep his hourly rate of \$65 per hour with work hours not to exceed 32 hours per week. He is eligible to participate in benefit programs, plans, or perks that are available to other part time employees. The County will pay or reimburse for reasonably incurred expenses in the furtherance of his duties including personal vehicle, travel, meals, and accommodations when staying in Nottoway. Overnight lodging is not anticipated and must be approved by the County Administrator in advance. The County will provide a laptop for his use in association with the work during the terms of his employment agreement. A number of other provisions, including separation of employment, that are part of his current contract will remain in place.

Vice Chair Shekleton moves to approve the employment agreement related to John A. Anzivino's employment as Project Manager/Transition Advisor and that said agreement be executed by Mr. Anzivino, the Chairman of the Board of Supervisors, and the Deputy Clerk of the Board. The motion receives a second from Supervisor Simmons. Supervisor Bowen wants everyone to understand that the County was in a situation, and Mr. Anzivino put the County administration back on its feet; that is appreciated. He wants Mr. Costin to begin without being overwhelmed and to have a smooth transition. To have a Transition Advisor is a wonderful idea. He looks forward to continuing to work with Mr. Anzivino while building a relationship with Mr. Costin. Supervisors Roark, Simmons, and Chairman Vaughn express similar positive sentiments towards this arrangement.

Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes

L. K. Shekleton	Yes
S. C. Vaughn	Yes

Advisor Anzivino appreciates the confidence the Board has shown him, the Board has been great to work with, and he looks forward to continuing to plug away for Nottoway County.

8 - Discussion Concerning County Attorney Selection Process: Supervisor Roark asks the Board to consider moving forward with an RFP to secure the County's attorney. He believes the County should continue to be represented by Sands Anderson, and cost should not be the only factor in the selection process. There have been many questions regarding how this situation came to be, and he believes there should be a proper RFP to select the County Attorney. Vice Chair Shekleton agrees that there are concerns regarding appropriate procedure that keep coming back up, and as long as the questions are hanging, the Board would demonstrate a good faith effort to correct it by putting out an RFP. There is no lack of confidence in Sands Anderson or Vivian Giles, it is simply a question of procedure and a willingness to correct it. Supervisor Roark suggests the process was not fair to Sands Anderson either. The RFP should be drafted by Mr. Costin and staff, then presented to the Board to be accepted before moving forward. Again, the dollar figure should not be the only consideration. Supervisor Bowen says Sands Anderson came in and gave great legal advice, and he does not want to lose the relationship with them as they have done a great job with legal representation. Chairman Vaughn says Sands Anderson could still be selected, and Supervisor Roark says if they are, he is fine with it. Chairman Vaughn agrees with Supervisor Roark's comment regarding cost not being the only factor as quality attorneys are costly.

Chairman Vaughn says years ago the Commonwealth's Attorney was the County Attorney. Commonwealth's Attorney Watrous says that with her office's workload, it would be a disservice to the County to have that arrangement now.

Supervisor Roark moves that the Board begin the process for an RFP to begin the process of securing the next County attorney. Chairman Vaughn asks the end of service date for Sands Anderson. Ms. Giles states that they were retained indefinitely. Vice Chair Shekleton provides the second.

Administrator Costin reiterates that Sands Anderson is still our attorney while this process is in play. Supervisor Bowen suggests that with the solar ordinance and Planning Commission issues, an attorney will soon be more needed. Chairman Vaughn states a larger firm will be necessary

Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

9 - Communications System Update: Advisor Anzivino introduces the Sheriff as the designated lead and the radio system's proprietor. This reflects another deficiency in Nottoway County's systems that has been identified. There was a lightning strike on the system which caused the Sheriff to scramble, but he did an excellent job putting a radio system together. Sheriff Jones has a plan moving forward.

Sheriff Jones informs the Board of three lightning strikes on the communications system. After the first strike, all communications were then handled by portables; dispatchers were hand-logging calls. Surrounding localities assisted. The radio system took two more lightning strikes within thirteen days. They identified some ground issues, but there is not much to be done for a direct lightning strike. Seven of eight trunks are back up and running, and the 911 system is back up. Parts of the current radio systems are 30 years old, and Motorola no longer makes parts. They have patched together something to allow one of the dispatch centers to be back up and fully functional; this equipment is older than what he had originally. Replacing the system needs to be a short-range project and needs the cooperation of every agency in Nottoway that uses a radio: police, fire, and EMS. Comtronix personnel are working on a study to determine the requirements needed for infrastructure. The Sheriff thanks his staff for their hard work in keeping the communications center operational.

Chairman Vaughn says this is proof that the capital improvement fund is important. Supervisor Bowen asks the Sheriff if any action is needed tonight. The Sheriff states that there is no action needed tonight; this was informational.

10 - Sheriff's Office - New Grant: Assistant County Administrator Tomer informs the Board that this is an annual grant; it is the Selective Enforcement Grant.

Supervisor Roark makes a motion to appropriate the Selective Enforcement Grant for the Sheriff's Office. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

11 - Registrar - Funding Request: Assistant County Administrator Tomer explains that when the Registrar proposed her budget to the Board, there was the possibility of this carryover. There being no follow up, it was simply overlooked, but this is for required equipment. Supervisor Bowen commends Ms. Stewart for knowing her job and, as these funds had been previously brought to the Board, he supports approving it. Supervisor Simmons moves that the Registrar's office carryover \$23,000 left from the budget from line item 1-400-13010-3004 to pay for the attached equipment that was quoted before the end of the budget cycle. Assistant County Administrator Tomer informs Supervisor Simmons that this being after fiscal year end, it would not be a carryover but a new appropriation. Supervisor Simmons then amends the motion to appropriate \$23,000 left in the budget from line item 1-400-13010-3004 to pay for the attached equipment that was quoted before the end of the budget cycle. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

12 - Procurement of Funding for Sunday Voting: Administrator Costin states that the communications from the Virginia Department of Elections came in on Monday with a grant deadline of September 3, 2021. This is money that came out of the Special Session of the General Assembly: \$3 million to be spread across the state. Administrator Costin reached out to the grant's point of contact with questions. He was told that Sunday voting is allowed but not mandated, and the County could open all or just one of the voting sites. When he asked yesterday what the criteria for the grant selection was, the answer was "to be determined". Today that same question was answered as "first come, first served" and that the funds are divided as the requests come in. It could be that a locality applies for the grant, and the remaining funds do not meet the locality's full request. It is a reimbursement grant which means we expend the money, which may cause a line item to go red, then we could get the money back. If the application goes forward and is successful, the County will see documentation such as an agreement letter or an understanding letter that would require signatures. Everyone has been put in a bad situation because of the rush that is associated with this.

The Registrar addresses the Board to say that with this grant, it doesn't stop with this election. You have to provide that funding every election minus the grant funds. You cannot approve Sunday voting this year and then next election not have it. Sarah Allen interjects from the audience that she is not sure this is accurate, that Sunday voting is just an expansion of early voting. She saw no wording that it would be mandatory. Registrar says it is a Board of Elections issue; if it is offered this year, it will be continued in future years.

Administrator Costin presents the only documentation the Board has received. The Registrar says her information is from a recent Registrar's meeting in Salem.

Administrator Costin says the Board can only go on information received plus his phone call with the point of contact, Mr. Hill. He asks if the Registrar has received other

documentation. The Registrar has not but reiterates this was a topic of discussion at a recent meeting. They warned that you do not offer services to voters and then take it back.

Administrator Costin affirms he is not taking sides or making recommendations but is trying to draw out information for the Board. He asks if the Registrar has received other documentation. The Registrar says the grant is a one-time deal but that Sunday voting will continue. Administrator Costin can answer only to what was told him by Mr. Hill, that it is Dillon's Rule and is allowable but not mandated.

Chairman Vaughn would like to hear from all Electoral Board members. He calls on Sarah Allen. Ms. Allen informs the Board that there is a grant opportunity this year, it is first-come-first-served. With 95 counties in Virginia, 14 have approved it, so Nottoway has an excellent chance of obtaining this reimbursement grant. She wants everyone in Nottoway to have an opportunity to vote.

Chris Page: Believes the Registrar's concern is that if Nottoway offers this service to voters now, it will have to offer it next election. If the Board passes this, will the Registrar have time to hire and train staff before October. The Board may pass this and still not be able to do it. Government is supposed to work efficiently. While he is not necessarily against adding in the Sundays, he believes the Registrar needs enough time to train staff and officers of election, that officers of election have already expressed disinterest in the extra Sundays. The Electoral Board tabled this on August 3, 2021, for the purpose of bringing it back up in February during budget talks. The February timeline would have given enough time to accomplish the goal and been responsible. This has put a lot of pressure put on the Registrar.

Mae Tucker: The Registrar is going to have to hire new staff anyway. As to low turnout, it does not matter how many people actually voted, it is that they had the opportunity. She is in favor of Sunday voting and would appreciate the Board funding it. She suggests cutting down on another expenditure in order to allocate money to Sunday voting if necessary.

Administrator Costin received a communication from Chris Page. He has shared these figures with the Board. These are the costs being discussed:

4,224	Officers of Election - Electoral Board Budget
38,000	Full Time Registrar Staff Member - Registrar Budget
300	Voting Machine Tech - Voting Equip Electoral Bd Budget
792	Training Officers of Election - Officers of Election Line Item
<u>\$43,316</u>	Total

Supervisor Bowen says that he believes Mr. Page tries to do the right thing. Everyone has the right to vote, but the ones in the trenches are facing long days, and to add Sundays would be a hardship. He believes the Board should listen to the staff the County is paying.

Vice Chair Shekleton says her primary consideration is whether we provide Nottoway County voters with sufficient opportunities and accessibility to vote. As everyone has presented and looking at it earlier, the County already has a 45-day period prior to election for early voting at two offices, absentee voting, exceptions to absentee deadlines are available in case of illnesses and emergencies, the Virginia Department of Elections says curbside voting is available for ages 65 and over or for those with physical disabilities. She believes there are sufficient opportunities and is not in favor of Sunday voting at this time.

Supervisor Simmons is in favor of Sunday voting for the mere fact that you have to give people the equal opportunity to vote. Some may not understand that African Americans could not vote for a long time and that women could not vote for a long time. If the Board has opportunity to give a person who has a ride to the polls on a Sunday, it needs to give that opportunity.

Supervisor Roark states this is not fair to this Board, to put this Board in this situation with this timeframe. But there is a Board that has made a decision, and that decision was to move forward with Sunday voting. He does not like Boards having to come to other Boards to execute their decisions. Politics are ripping this County apart. No one here is a politician but rather neighbors and friends. The members of the Electoral Board have all said that under different circumstances, they would all be in favor. Their governing body has made a decision. If it is not 100% refundable, who is on the hook for it? It is very stressful on the resources and

the employees that have to pull this off. Is there any negotiation in this? Could it be one Sunday instead of two? Could it be 4 hours instead of a full day? Is there a solution that does not have these neighbors at each other's throats?

Supervisor Simmons calls on Sarah Allen for answers. Ms. Allen states they can make it one Sunday, they can make it 1-5 p.m. Supervisor Roark says that matches what he is seeing on the handouts they received and so asks what is best for this County? If that grant money is not there, the Board can allocate it. He is suggesting one Sunday for four hours. Supervisor Simmons signifies agreement. Does the Electoral Board have any issues with this arrangement? Ms. Tucker says they had already suggested it. Mr. Page asks if the Registrar can pull that off, and the Registrar indicates yes, if she can get the staffing.

Supervisor Roark makes the motion to approve one Sunday at their discretion for four hours for Sunday voting and apply for reimbursement. Supervisor Simmons seconds.

Sue Yeatts mentions that the Registrar says she will need extra staff.

Supervisor Roark said he made this motion because the Electoral Board was chosen by the two political parties, and those representatives are coming together to do something. Addressing his fellow supervisors, he says the County would only be on the hook for four hours unless something is worked out down the road next budget cycle.

The Registrar mentions she still needs money for staffing.

Administrator Costin asks Supervisor Roark, for staff's clarification, if he is saying apply for a grant to fund one Sunday for four hours. Supervisor Roark confirms that statement is correct. Again, Administrator Costin asks for confirmation that the motion is for application of a grant which may or may not be successful. Supervisor Roark again confirms.

Chairman Vaughn says it has been moved and seconded we apply for a grant.

Supervisor Simmons agrees the Electoral Board made a decision and there was no need to come to the Board of Supervisors. The Electoral Board is the one the parties elected, and they should be the ones to make the decision. What was the reason for bringing in the Board of Supervisors? From the audience, Mr. Page answers it was for funding.

Following a voice vote, the motion carries as follows:

S. W. Bowen	No
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	No
S. C. Vaughn	Yes

From the audience: What did you just vote on? What did the motion say? Apply for a grant? Or provide grant funding for the Electoral Board?

Supervisor Roark replies it was to apply for a grant.

Chairman Vaughn now polls the Board to continue the meeting due to entering a third hour. If one member says no, the meeting is over.

J. A. Roark	Continue
H. M. Simmons	Continue
L. K. Shekleton	Continue
S. W. Bowen	Continue

Chairman Vaughn presents the CONSENT CALENDAR:

1 - July Expenditures - All Funds

2 - Budget Adjustment - Fort Pickett LRA - \$29,972.17

REVENUES:

3-100-18990-0050	Miscellaneous - Undefined	<u>\$29,972.17</u>
	LRA Tree Damage	<u>\$29,972.17</u>

EXPENDITURES:

4-100-83090-3004	Repairs & Maintenance	<u>\$29,972.17</u>
		<u>\$29,972.17</u>

3 - Budget Adjustment - Tobacco Com TROF - \$159,900.00

REVENUES:

3-100-22010-0230	Tobacco Comm Proceeds	<u>\$159,900.00</u>
	TROF Grant for UAV Pro	<u>\$159,900.00</u>

EXPENDITURES:

4-100-70000-8070	Tobacco Comm Proceeds	<u>\$159,900.00</u>
	TROF	<u>\$159,900.00</u>

4 - Budget Adjustment - Nottoway Library - E-rate - \$2,385.85

REVENUES:

3-100-18990-0050	Miscellaneous - Undefined	<u>\$2,385.85</u>
	E-Rate Proceeds	<u>\$2,385.85</u>

EXPENDITURES:

4-100-73010-5204	Internet Access	<u>\$1,060.00</u>
4-100-73010-7001	Miscellaneous	<u>1,325.85</u>
		<u>\$2,385.85</u>

5 - Budget Adjustment - E-911 PSAP - \$3,000.00

REVENUES:

3-100-23020-0040	E911 Svcs Brd PSAP Edu Grnt	<u>\$3,000.00</u>
	Virginia 911 Svcs Bd Tr Grnt	<u>\$3,000.00</u>

EXPENDITURES:

4-100-31040-5504	Travel - Conv & Education	<u>\$3,000.00</u>
		<u>\$3,000.00</u>

6 - RE Tax Bill Adjustment - Commissioner of the Revenue - \$426.16

7 - BPOL Refund - Commissioner of the Revenue - \$1,319.39

Supervisor Roark moves to approve the Consent Calendar. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The following correspondence is presented:

1 - Letter - Town of Burkeville - Mayor and Town Council: Left out of discussions and unable to agree to proposed Crewe Boundary Adjustment

2 - Letter - VDOT - Anthony Haverly: Request for Permission to Enter County Property, Route 40: VDOT is requesting permission to enter property to conduct preliminary engineering studies.

Administrator Costin presents an additional piece of correspondence from VDACS regarding the Animal Shelter. He comments that this is good news as it is the first report in a very long time that the Animal Shelter had no negative findings of any kind; everything was perfect.

3 - Letter - Virginia Department of Agriculture and Consumer Services - Sherry Helsel, LVT, Animal Care Inspector Senior: Report for August 11, 2021 inspection of the Animal Shelter showing no significant findings of noncompliance.

At 10:05 p.m., Chairman Vaughn calls for a recess.

At 10:10 p.m., Chairman Vaughn calls the meeting back to order.

The following information items were provided:

1 - CRC July 2021 Items of Interest

2 - Minutes: CRC Cigarette Tax Board Briefing meeting held on June 16, 2021

3 - Minutes: Nottoway County Board of Trustees Meeting held on August 18, 2021

4 - Minutes: Nottoway County School Board - Regular Meeting held on June 10, 2021, Work Session held on June 16, 2021, Draft of Regular Meeting held on July 22, 2021, Special Meeting held on August 4, 2021, Draft of Regular Meeting held on August 12, 2021

5 - Minutes: Piedmont Regional Jail Authority Board meeting held on July 21, 2021

Administrator Costin provides an update on an active first week as County Administrator. He remarks that County staff has been patient and kind. He has still to meet with the Constitutional Officers. He attended a Board of Zoning Appeals meeting and also a local meet and greet with Senator Warner. He had a breakfast meeting with Mayors and Town Managers where they discussed economic development issues as well as his plans for the vetting/hiring of the new economic development position. With Mr. Anzivino, they have outlined 52 issues needing attention. He closes by thanking the Board for the opportunity.

Supervisor Simmons thanks Advisor Anzivino for the great job he has done. She appreciates everything he has helped the Board with and is glad he will be staying on. She also thanks Administrator Costin and considers him a breath of fresh air.

Supervisor Roark agrees. He welcomes Administrator Costin and is glad to have him here. He praises Mr. Anzivino and says he thinks the world of him. He goes on to comment on a structure fire near his home yesterday. He praises Crewe, Burkeville and Blackstone for their quick response and the great effort poured into keeping the fire under control and extinguishing it. Amelia, Jetersville, Kenbridge, and Fort Pickett also responded. He witnessed their great effort, appreciates all their labor, and thanks them for everything they did. Supervisor Simmons and Chairman Vaughn echo the thanks.

Vice Chair Shekleton thanks Mr. Anzivino for everything and looks forward to continuing to work with him on projects. She then thanks Administrator Costin and looks forward to working with him as well.

Supervisor Bowen says that we live in an age of outrage. At a recent VACo meeting, they discussed safety for County elected officials. This is something the Board needs to consider. He has concerns with these meetings and the general level of outrage. The Board may need to consider Ricky Rash's advice for training and take a strong look at safety. With young people at tonight's meeting, it was a smart move to get them out early so they would not witness any hatred which could discourage them. Chairman Vaughn noted that all Board members were in agreement with moving the recognition of the softball team to the top of the agenda.

Chairman Vaughn welcomes Administrator Costin and thanks him for all he has done thus far. He calls Mr. Anzivino a breath of fresh air, and he and the citizens of Nottoway appreciate it.

August 26, 2021

Supervisor Simmons agrees with Supervisor Bowen's comment on safety. She adds that it is not only Board of Supervisors meetings and Electoral Board meetings, but also the other Board meetings she attends, as Advisor Anzivino can attest.

Chairman Vaughn remarks that the Board tonight is reaching towards his goal of civility. He further mentions that some may consider it mean when he calls someone down during the meeting, but his desire is to have civility.

There being no further business to come before the Board, Supervisor Roark makes a motion to adjourn the meeting. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn adjourns the meeting at 10:19 P.M.


Chairman


Deputy Clerk

August 26, 2021

AT A MEETING OF THE FORT PICKETT LOCAL REDEVELOPMENT AUTHORITY OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 26TH DAY OF AUGUST IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, SECRETARY
JOHN A. ANZIVINO, TRANSITION ADVISOR
VIVIAN SEAY GILES, LEGAL COUNSEL
JOHN W. HILL, JR., PROPERTY MANAGER

Chairman Vaughn called the meeting to order at 10:20 p.m.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Bowen moves to approve the agenda. The motion receives a second from Supervisor Roark. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the April 29, 2021 meeting and the June 17, 2021 meeting were presented. Supervisor Bowen moves to receive and adopt the April 29, 2021 and June 17, 2021 minutes as presented. The motion receives a second from Supervisor Simmons. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no delegations from the public, Chairman Vaughn calls on John Hill.

1 - T & H Services:. John Hill updates the Board on two leases held by T & H Services.

1 - Building 2349, the old PX: The Board previously approved this rental, but both sides' attorneys had trouble working out the verbiage. This has been done, and the lease is ready for approval so it can take effect.

2 - Building 1279B on 10th Street, metal building beside the Incubator: This lease ends in September, and Mr. Hill is asking that it be renewed.

He is seeking approval for both of these leases.

Supervisor Bowen makes a motion to approve both leases. The motion receives a second from Supervisor Simmons. Supervisor Roark seeks confirmation that T & H Services is found under New Business on the agenda and that it does not include Nottoway Lanes. Chairman Vaughn confirms this is correct.

2 - Pickett Park Daycare: Mr. Hill informs the Board that the Daycare lease runs out August 31st. It has been being extended for a year at a time and at 18% of their gross. The Daycare provides a statement with total gross for that period.

Supervisor Simmons makes a motion to approve the lease for Pickett Park Daycare. The motion receives a second from Supervisor Bowen. Chairman Vaughn says it has been moved

and seconded that the Authority approve the lease for the Pickett Park Daycare at the conditions that Mr. Hill said, for the 18%. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 - Skookum: They are the contractor who does the maintenance on vehicles for FASTC. What they need is space to store vehicles that are brought in and then put on the range. The only place available is Building 450, behind the Chapel. The tenants that just left had put a fence around the yard. Mr. Hill quoted them a price of \$1,000 per month. Skookum only needs the parking lot, but he cannot rent the parking lot without the building. He seeks approval of that lease at the rate of \$1,000 per month.

Supervisor Roark moves to approve the lease for Skookum for the parking lot property and Building 450 at a rate of \$1,000 per month. The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Building 186, house behind the sawmill: House has been vacant for four months and he now has someone interested in renting it. It needs some work done on it. It is an old farmhouse in fairly good shape. He is considering renting it for \$700/month.

Supervisor Roark asks if the renter will do any improvements while he is there, or will the County do any while he is renting? Mr. Hill says the man is a painter. Supervisor Roark is not suggesting but rather curious if it was discussed at all. Supervisor Simmons asks if anything big needs to be done on it. Mr. Hill replies he needs to fix the bathroom floor and install a water heater.

Supervisor Bowen moves to approve the rental of Building 186 for \$700/month. The motion receives a second from Supervisor Simmons. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

5 - Mr. Hill has been at Pickett for 18-19 years. The County started using the Officer's Club the year he went there, so all the equipment is 18-19 years old. There are 9 separate heating and air units in the building. One of the main units in the main room is down, and the part is not available. He has been quoted a price, and not everyone makes these, for a new unit at \$8900 with \$400 delivery fee and an 8-10 week lead time. Supervisor Roark asks Mr. Hill if this is both heating and air. Mr. Hill confirms. Supervisor Simmons moves to approve the \$9,300. The motion receives a second from Supervisor Roark. Chairman Vaughn says a motion has been moved and seconded to give Mr. Hill the authority to order this equipment. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Mr. Hill says that was all the business he had. Everyone thanks Mr. Hill for all he does.

Administrator Anzivino addresses the last item on the Agenda: New Business regarding the lease with Nottoway Lanes.

Advisor Anzivino states the negotiations with Mr. Carmichael began several months ago. Assistant County Administrator Tomer has been trying to reach Mr. Carmichael. He himself has reached out to Mr. Carmichael twice over the last three weeks and only just received a response. Advisor Anzivino had turned the draft lease over to Ms. Giles who turned it around very quickly. What began as a lease extension turned into a lease renegotiation. He passes out a new lease and asks the Board to consider authorizing Ms. Giles to restructure the lease agreement.

Administrator Costin does not like that the lease is based on a percentage of gross as that puts someone in charge of reviewing another company's books. He would prefer to see the rent be standardized, perhaps market rate based on square footage. He recommends that Ms. Giles restructure some of these leases to move away from the lease being based on percentages.

Supervisor Roark says, with no headway being made with negotiations, while reviewing these contracts, go ahead and put out an RFP. He suggests the Board has been more than fair and patient in dealing with Mr. Carmichael, and we owe the citizens that with the building sitting still. Because the County must negotiate anyway, do an RFP at the same time.

Ms. Giles says this would not be an RFP but rather a solicitation to market the property.

Vice Chair Shekleton says Mr. Anzivino's comments in his memo sum up the situation: "knowing that the County is losing revenue on a marketable asset". She questions the reasoning of losing revenue and suggests marketing it to sell.

Supervisor Simmons says the County has held the property a long time, has worked many years with Mr. Carmichael, and it is time to let it go.

Supervisor Roark makes a motion to allow staff to put together solicitations for marketing to sell and/or lease Nottoway Lanes effective immediately.

After some discussion on whether the County is obligated to cancel a lease or an offer with Mr. Carmichael, Ms. Giles says there is no lease with Mr. Carmichael to cancel. Also, she reminds this Board that Mr. Hill is the LRA staff but it could be suggested Mr. Hill reach out to the County staff or combine the staff.

Supervisor Roark then makes a motion to begin the process of solicitation and marketing through Mr. Hill and the County Administrator and Administration office to secure leasing options and selling options. The motion receives a second from Supervisor Simmons.

Supervisor Shekleton asks if they have to retract the lease with Mr. Carmichael. The other Supervisors confirm there is no lease. She seeks confirmation that though the County prepared and gave him a lease to consider that included no deadline to respond, this is not a problem for the County. Vivian responds. Supervisor Roark says his understanding is that Mr. Carmichael has tossed our terms and asked us to renegotiate.

Supervisor Bowen reminds everyone that Mr. Carmichael owns property inside the building.

Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen makes a motion to adjourn the meeting. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes

August 26, 2021

L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn adjourns the meeting at 10:40 P.M.


Chairman


Deputy Clerk

September 16, 2021

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 16TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR
VIVIAN SEAY GILES, LEGAL COUNSEL

Chairman Vaughn called the meeting to order at 7:00 p.m.

The invocation is provided by John Hill. Chairman Vaughn leads everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn moves to approve the Agenda. County Administrator Costin asks to add an additional item to the Closed Session: Code of Virginia Section 2.2-3711 (A)(7) - Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, specifically regarding both public records and record retention and also relating to a recent zoning determination.

Supervisor Roark makes a motion to approve the Agenda with the aforementioned additions. The motion receives a second from Supervisor Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the August 26, 2021 regular Board meeting were presented. Supervisor Simmons moves to receive and adopt the August 26, 2021 minutes as presented. The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn begins the Delegations from the Public.

Diana Wilkins-Mitchell: Speaks to Sunday voting. She presents several issues with this Electoral Board and cites issues from February to date that make it impossible to be prepared for this election with additional Sunday voting. She then asks the Board to ask the Electoral Board to table this issue until February budget talks as the Electoral Board had originally done. The Electoral Board followed the advice of Mr. Crews who told of the grant without actually reading the grant. It is not a partisan issue, it is a competency issue by a new Board who has even been sanctioned by the Commissioner of Elections, a Democrat. Also, someone should encourage the Electoral Board to tape or livestream its meetings to end the he said-she said.

Sonny Abbott: Addresses the Board's failure to answer citizens' questions as being suspect. He has obtained the contract with Sans Anderson signed by Ronald Roark and dated October 12, 2020, when Preston Williams was still the County Attorney at the time. He has obtained through FOIA copies of invoices from Sands Anderson from October 2020 through June 30, 2021. He has also obtained a list of FOIA requests by citizens from September 1, 2020 through October 3, 2020. A FOIA request must be answered within five business days or, with

an extension, within twelve business days. From the list he presented the Board, he asks if they can identify anything that would need 3.1 hours of legal attention. He is holding an invoice dated December 11, 2020 for \$2275 with four line items. The first line item is for services on October 2, 2020 with a charge of \$1007.50, the reason given is "FOIA Consultation". Which FOIA list item could require over 3 hours of legal assistance? Was Mr. Roark authorized to engage a vendor without Board approval for the reasons listed on the invoice? Why did Mr. Roark hire them and why did he engage them prior to the initial start date of October 12, 2020. Alan Gernhardt of the FOIA Advisory Council teaches and advises for free; use of his services could reduce legal fees.

Supervisor Roark asks Mr. Abbott to clarify who he means when saying "Mr. Roark". Mr. Abbott states he means the former County Administrator

Chairman Vaughn closes the delegations from the public.

The Board receives the following Department reports:

1. Highway Department: Petersburg Residency/Nottoway Area Headquarters: Dianna Bryant contacted Mr. Costin and asked he report to the Board that all mowing for this cycle on primary and secondary roads is complete. Also, she is awaiting additional information concerning removing the crossover within the High Bridge roundabout at Route 723 and Hwy. 460.

2. Solid Waste: August 2021 Nottoway County Sanitary Landfill waste report; average of 65.79 tons of waste per day received.

3. Planning Commission: The Planning Commission meeting has been rescheduled to next Tuesday, September 21, 2021.

4. Building Inspection/Erosion & Sediment Control: August 2021 report; 40 permits issued for \$10,715.27 in permit fees with \$2,882,011.62 in construction value.

5. Animal Control: August 2021 report; 141 animal control calls.

Reports, requests, and recommendations of Constitutional Officers:

1 - Jane L. Brown, Clerk: not in attendance

2 - Robert L. Jones, Sheriff: Speaks to Operation Allies Welcome. The Joint Taskforce has done a good job containing everything, nineteen days with only one incident needing outside law enforcement. Virginia State Police is the primary entity being notified, they get the first call. The Sheriff's Office has only been out for back up, once for a stolen car. Currently there are 5,907 Afghans on post, but that is expected to swell to 10,802. The Federal Government is bringing in needed resources. Rehoming and moving off base is being hampered due to Covid issues, immunizations, and paperwork, etc. There are many cultural differences. It will be a small city, and there are likely to be a bad actor or two. There does not appear to be a public safety issue at this point, but he will keep everyone informed if things change.

Supervisor Roark thanks the Sheriff for his confidence as it is calming to the citizens and that they are on top of it if needed.

3 - Ellen F. Myatt, Treasurer: not in attendance

4 - Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 - Leanne Watrous, Commonwealth's Attorney: Speaks to Operation Allies Welcome and how it impacts the Commonwealth's Attorney's office. Pickett is not solely a federal installation as some of the other bases are that are housing refugees. For years the State Police has investigated incidents on Pickett, and the Commonwealth's Attorney's office has prosecuted the crimes. Much research has been done by the government, and the determination is that there is concurrent state and federal jurisdiction in the area being used. Her office has one pending case stemming from this operation, but, while she hopes for no significant increase in cases, she now has open lines of communication and contacts to seek assistance.

The Board revisits the following unfinished business:

1 - Consideration of Sunday Voting Grant: Administrator Costin presents a two-page memo that reviews this item. Last month the Board was presented with a figure of \$43,316.00, but the actual amount submitted and approved for the grant is \$627.87 as several of the discussed items were not eligible under the grant. Since the Board had authorized the grant to be sought, Mr. Costin encouraged that the grant application go forward, and it was successful. The issue tonight is whether or not to accept the grant; the issue of Sunday voting has been decided by the Electoral Board.

Vice Chair Shekleton notes the difference between the two figures is \$42,688.13 and asks what that represents. Administrator Costin explains that he has included that figure in an alternative motion, which the staff does not support as it is a substantial amount, but it would be taken up as a budget appropriation.

Vice Chair Shekleton asks for confirmation that it is not this Board that supports Sunday voting but rather the Electoral Board. The Electoral Board applied for the grant, and the Board of Supervisors is being asked to accept the grant as presented for the \$627.87. Administrator Costin confirms.

Supervisor Roark suggests the Board ask questions of the Electoral Board Secretary as he is present. As he understands it, the grant is amendable to include additional costs. Administrator Costin says it is his understanding that any grant is amendable but until this Board accepts the grant, there is no grant.

Chairman Vaughn asks Mr. Page to come forward and asks if any other members of the Electoral Board are present. No others are, and Mr. Page agrees to take questions with the understanding the he cannot make decisions for the Electoral Board.

Supervisor Roark asks if the Electoral Board voted to approve a full-time staff member. Mr. Page confirms that the Electoral Board did not vote on the hiring of a staff member; the vote was to have Sunday voting.

Supervisor Roark asks if it is correct that if the Electoral Board votes to add a full-time position, then County is required to pay for that position. Mr. Page confirms that if the Electoral Board votes in a full-time staff member, the County is required to pay for that position if the County population is over 15,500.

Supervisor Roark asks if the County is required to pay without an Electoral Board vote? Mr. Page indicates the County is not required but that the Electoral Board could then hold a meeting, vote to approve it, and then present to the Board of Supervisors for funding. Supervisor Roark seeks confirmation that the full-time staff position is not in front of the Board, and Mr. Page indicates that the full-time position is not technically before the Board.

Supervisor Roark asks why that figure was included in the cost. Mr. Page states that during discussions for Sunday voting, the Registrar informed them she would need a full-time staff member in order to complete the task of Sunday voting, and everyone was in consensus that she would need that staff member. The budget was created in a short timeframe, and Mr. Page had to adjust some of his figures, including the \$38,000 figure for the staff member which is actually \$35,000.

Discussion continues with a final figure, after removing the \$35,000 for the staff member, of \$1,602 to cover a voting technician, labor, training, and other services. The Board of Supervisors is acting as pass through or fiscal agent for the Electoral Board. The Electoral Board is an executive board that has made a decision to hold Sunday voting. Mr. Page adds that the Electoral budget is upside down and in need of fixing, so they asked for initial funding, which included this reimbursable grant, before they could proceed.

Vice Chair Shekleton seeks to confirm that the amount of \$627.87 is not the correct figure. Mr. Page informs the Board that the Registrar included in the application what she thought could be covered.

Vice Chair Shekleton asks if the grant can be amended so that if they accept the \$627.87, can it later be amended to a totally different amount as they are not sure what the correct amount

could potentially be. Administrator Costin confirms that the grant can be amended, and the motion could be modified to decline the Early Vote Expansion and Sunday Vote Grant award as amended but not to exceed any set figure.

Further discussion confirms the possibility of approval of up to \$1,602, that Mr. Page is not opposed to Sunday voting if staffing and finances are in place, and that the approval of Sunday voting comes through the Electoral Board.

Supervisor Bowen comments that the figures have fluctuated from \$42,688.13 to \$627.87 to \$1602 which seem to prove Ms. Mitchell's comments that we are not ready for this. Chairman Vaughn states that it is not our decision. Supervisor Bowen reminds the Board that grant money is County money.

After confirming that the Board can limit the accepted grant amount, Supervisor Simmons moves to accept the Early Vote Expansion and Sunday Vote Grant award up to \$1,603 and encourage the Electoral Board and its staff to work with the County Administrator's Office to identify practices that will lessen the impact of any non-reimbursable expenses on the County's overall budget.

With no second, the motion dies.

Supervisor Bowen moves to decline the Early Vote Expansion and Sunday Vote Grant award of \$627.87 as there is a significant difference in the award compared to the cost information which the Board was provided and believed to be necessary to execute Sunday voting. The motion receives a second from Vice Chair Shekleton. The voice vote proceeds as follows:

S. W. Bowen	Yes
J. A. Roark	Abstain
H. M. Simmons	No
L. K. Shekleton	Yes
S. C. Vaughn	No

With a 2-2-1 vote, the motion is lost.

2 - Comprehensive Plan Update: Supervisor Bowen informs the Board that the Comprehensive Plan Committee will meet next Tuesday, September 21, 2021. Presented to the Board is an update from Todd Fortune, Deputy Director, Commonwealth Regional Council: Draft Sections I and II were reviewed by the Working Committee on August 17, 2021. Staff has begun work on Draft Section III of the Plan. At the next scheduled meeting of the Working Committee on September 21, 2021, he will present for review and comment by the Committee the updates to Draft Sections I and II as well as the draft of the citizen survey.

The Board considers the following new business:

1 - Resolution - Local Emergency Declaration: Administrator Costin presents a "Resolution Declaring a Local Emergency to Have Existed in Nottoway County, Virginia On or About September 1, 2021" and asks the Board to consider adopting it as presented. At the February 25, 2021 Board meeting, the Board voted to declare a local emergency any time the Governor declared a state of emergency that encompasses Nottoway. Thus on August 31, 2021, Chairman Vaughn, in his role as Director of Emergency Management, declared a local state of emergency following the August 30, 2021 declaration by the Governor for the approaching remnants of Hurricane Ida. There was not time to convene the governing body before the local declaration, but that declaration must still be confirmed by the local governing body.

In conjunction with this resolution, Administrator Costin also asks the Board to consider reversing that February 25, 2021 action as there are numerous occasions when the Governor declares a state of emergency to exist that in no significant way impacts Nottoway County.

Supervisor Simmons moves, in accordance with VA Code Section 44-146.21, to adopt the Resolution Declaring A Local Emergency To Have Existed in Nottoway County, Virginia On or About September 1, 2021 as presented. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Crossroads Services Board FY23 Budget: Administrator Costin reminds the Board that at its last meeting, it voted to participate in the Forensics Audit at a cost of \$4,000 with several other counties. CCSB had prepared their budget and asked that the County notify them by September 30, 2021, if there were any issues. Their document reflects a \$42,000 contribution by Nottoway which needs to be reduced by \$4,000. Prince Edward County has already taken action to notify Crossroads of a reduction on their contribution.

Supervisor Simmons moves, pursuant to Chapter §37.2-509B of the Code of Virginia, that the County Administrator notify the Department of Behavioral Health & Development Services that Nottoway intends to withhold funding from its approved FY 2021-2022 budget contribution of \$42,000 to Crossroads Community Services Board to pay its proportional share of the forensic audit of \$4,000 authorized at our August 26, 2021 meeting and thus does not approve the Crossroads Community Services Board Budget presented August 24, 2021. The motion receives a second from Supervisor Bowen. Supervisor Bowen is thankful Supervisor Simmons is on that Board. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Assistant County Administrator Tomer presents the CONSENT CALENDAR:

1 - August Expenditures - All Funds

2 - Budget Adjustment - Sheriff - Insurance Payment - \$4,781.79

REVENUES:

3-100-18990-0050	Miscellaneous - Undefined	<u>\$4,781.79</u>
	VRSA Ins Procds - Sheriff vehicle	<u>\$4,781.79</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$4,781.79</u>
		<u>\$4,781.79</u>

3 - Request for a Refund - Lisa M. Jackson Kelley - \$112.61

Refund for Building Permit #3-2021, 12x42 Storage Building with Electric
The project was never started; the owner requests a refund of the permit fee.

4 - Budget Adjustment - Animal Control - \$1,966.53

REVENUES:

3-100-41040-0010	Anticipated General Fund Balance	<u>\$1,966.53</u>
	VFHS Grant Funds c/o - FY21	<u>\$1,966.53</u>

EXPENDITURES:

4-100-35010-7020	VFHS - Lambertus Grant	<u>\$1,966.53</u>
		<u>\$1,966.53</u>

Supervisor Simmons moves to approve the Consent Calendar. The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes

S. C. Vaughn Yes

The following information items are presented:

1 - CRC August 2021 Items of Interest

2 - Joint Land Use Study - The lengthy final report has been received by staff and is available in the Administrator's Office; an executive summary is presented in the Board package.

3 - Virginia Department of Emergency Management Awareness Information - Elected Officials' Guide to Emergencies and Disasters

4 - July Sales Tax Receipts

5 - Minutes: Nottoway County Library Board of Trustees Meeting held on September 15, 2021

Supervisor Roark reviews some of the information included by the Library Board regarding new resources offered by the Library. Three new online services are now provided:

- 1 - JobNow - live online coaches to assist in every step of the job search process
- 2 - VetNow - a number of services to aid veterans of the armed services
- 3 - HelpNow - an online tutoring service offering individual academic assistance

Administrator Costin provides an update. He and the Sheriff have met regarding the Fort Pickett situation and also for the radio situation to consider possible repairs. The Roanoke Radio Cache will be sending a report after their extensive grounding study. There may be some things that can be done to secure that site until more long-term improvements are made.

As to the hiring of a new planning and economic director, that is a discussion to be had during tonight's Closed Session.

Administrator Costin then seeks permission to establish an employee recognition program where the County recognizes its new employees and also at certain markers such as five, ten, fifteen years of service. He would like permission to develop that and consider implementing it by year's end or early next year. Supervisor Simmons and Vice Chair Shekleton agree that is a wonderful idea. Supervisor Bowen agrees saying it is a good retention tool.

Supervisor Bowen makes a motion that the Board give the County Administrator authority to initiate an employee recognition program that has been presented in tonight's Board package. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Costin asks the members of the Board to set aside October 14, 2021, at 6:00 p.m., in General District Courtroom to begin the process of establishing a Local Emergency Planning Committee. Notice has already gone out to a very broad list of folks including town managers, fire department, rescue, Southside Electric, Dominion. This worksession will be a good start to building up a workable, well-organized local emergency management program. Supervisor Bowen believes Administrator Costin has a strong background with VDEM and that he is helping the Board with these good ideas.

Administrator Costin is pleased to report the broadband funding application has been submitted to the Virginia Department of Housing and Community Development thanks to good work by Mr. Anzivino. The Crater district of the CRC did not have staff capability to prepare this, so they signed off on allowing Amelia, Nottoway, and Charlotte to work with the West Piedmont District Commission. A decision by the State is expected in late December with a total amount for the proposed project being \$159.8 million, Nottoway's share is estimated to be \$1.1 million. Build out is estimated to take 18-36 months from the notice to proceed. Supervisor

Bowen comments he is glad to see this moving forward, but broadband expansion is hard to measure. He wants the Board to be aware that it may take a while to see results on this investment.

Administrator Costin has met with retiring director of the Nottoway Department of Social Services who advised that their lease expires next month. Their last payment is September. He intends to work with the ones in charge of property negotiations to amend the current lease to go on a month-to-month good faith effort and negotiate for long term. This will come back to the Board in some way next month.

Vice Chair Shekleton moves to enter Closed Session pursuant to Virginia Code Section 2.2-3711 (A)(1) - Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body – to discuss candidates for the position of Planning & Economic Development Director; Sections 2.2-3711 (A)(3) - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body and 2.2-3711 (A)(29) - Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body – specific to the Animal Shelter; and Section 2.2-3711 (A)(7) - Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation now pending relating to a recent zoning determination and public records and record retention.

The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board enters Closed Session at 8:04 p.m.. The Board reconvenes at 8:58 p.m.

Vice Chair Shekleton moves that each member of the Nottoway County Board of Supervisors certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Nottoway County Board of Supervisors, and (iii) no action was taken in the closed meeting regarding the items discussed.

The motion receives a second from Supervisor Roark. A roll call vote proceeds as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton, recognizing that the County is in need of a new Animal Control facility which better meets the criteria established by the State Veterinarian and Virginia Department of Agriculture and Consumer Services standards, that a citizen has come forward and offered the County a site for a new facility, and that the proposed site has been the subject of a study authorized by the CARES group as well as an independent study carried out on behalf of the Board by RRMM and Shelter Planners of America confirming this site is a site which best meets shelter standards, I move that the County move forward with acceptance of the site offered by John M. Boswell in a letter dated September 9, 2021, with the following conditions: completion of both the phase 1 environmental assessment and the geotechnical study confirming site suitability and determining that no conditions adverse to the County exists that

would significantly add to the cost of construction or prevent construction from occurring, written confirmation of adequate zoning and utility availability, water and sewer, from the Town of Burkeville, and the review of the existing deed and property covenants presented by Mr. Boswell by the County Attorney, and adjustments, if necessary, being made to the covenants which are satisfactory to Mr. Boswell and the Board of Supervisors of Nottoway County.

The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton moves that the Board of Supervisors authorize the County Administrator to procure engineering services under the Commonwealth Regional Council's cooperative procurement program for completion of a phase I environmental assessment on property owned by John M. Boswell and identified as Nottoway Tax Map parcel 17-3-1, and to execute a letter agreement with RRMM dated August 20, 2021, for comprehensive design services for a new animal control facility with the condition that, should the proposed site from John M. Boswell currently under consideration not be suitable as determined and tasked to the proposed scope of services, the agreement will be terminated at that time.

The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Comments from members of the Board:

Supervisor Roark thanks Mr. Costin for seeing that the County's flag was put up.

Supervisor Simmons mentions a beautiful wedding and reception venue in Burkeville called Dogwood Vineyard and encourages the Board members to visit.

Chairman Vaughn thanks Mr. John Anzivino for work done on the Animal Shelter project.

Vice Chair Shekleton adds her appreciation for Mr. Anzivino and his work on the Animal Shelter project.

Supervisor Bowen thanks the Sheriff and the Commonwealth's Attorney for being proactive in reaching out to Fort Pickett saying that it helps the citizens to know their safety is a concern. He also commends Mr. Hill for praying for the refugees during the invocation.

There being no further business to come before the Board, Supervisor Roark makes a motion to adjourn the meeting. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

September 16, 2021

Chairman Vaughn adjourns the meeting at 9:06 P.M.


Chairman


Deputy Clerk

NOTTOWAY COUNTY BOARD OF SUPERVISORS

MEETING DATE:

September 16, 2021

MOTION:

To enter Closed Session pursuant to Code of Virginia Sections: 2.2-3711 (A)(1) - Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; 2.2-3711 (A)(3) - Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and 2.2-3711 (A)(29) - Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and 2.2-3711 (A)(7) - Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation.

CERTIFICATION OF EXECUTIVE MEETING

WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board of Supervisors.

VOTE:

AYES: 5

NAYS: 0

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None


Clerk to the Board of Supervisors

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			AUGUST 31, 2021
BALANCE JULY 30, 2021			\$ 17,490,740.36
CURRENT LEVY		18,444.04	
DELINQUENT LEVY		8,699.00	
LAND REDEMPTION		723.43	
PENALTIES		2,855.84	
INTEREST ON DELINQUENT TAXES		3,883.33	
VEHICLE LICENSE FEES		2,282.58	
RECORDATION TAXES		13,575.34	
BUSINESS/PROFESSIONAL LICENSES		496.95	
CREDIT CARD USE FEES		291.72	
DOG TAG SALES		240.00	
DOG PICKUP FEES		60.00	
DOG ADOPTION FEES		10.00	
DOG BOARDING FEES		40.00	
DONATIONS TO ANIMAL CONTROL		5.00	
HOTEL/MOTEL LODGING TAX		113.58	
TRANSFER FEE		48.60	
BUILDING PERMITS		10,068.34	
CONCEALED WEAPONS PERMIT		380.00	
DMV RELEASE FEES		2,075.00	
EROSION & SEDIMENT CONTROL		360.00	
RESIDENTIAL EROSION & SEDIMENT		225.00	
LAW LIBRARY FEES		128.90	
COURT FINES & FORFEITURES		838.37	
COSTS OF COURT FEES		501.88	
COURTHOUSE SECURITY FEE		2,202.25	
JAIL ADMISSION FEE		144.46	
COMMONWEALTH'S ATTORNEY		68.64	
INTEREST ON BANK DEPOSITS		2,823.11	
RENT-GENERAL PROPERTY		1,602.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		19,246.77	
RENT--PICKETT PARK LODGE		15,380.63	
RENT-PICKETT OFFICERS CLUB		4,415.12	
SBI RENT		1,593.54	
DCJS--VICTIM WITNESS GRANT		14,641.41	
MOPED/ATV SALES TAX		1,521.18	
RECOVERD ADVERTISING COSTS ON DEL. TAXES		473.85	
MISCELLANEOUS UNDEFINED		30,636.53	
PPTR REIMBURSEMENT FROM COMMONWEALTH		52,489.50	
DNA FEE		30.00	
GAMES OF SKILL TAX		2,160.00	
MISCELLANEOUS LIBRARY		358.30	
GRANTOR'S TAX		1,446.37	
LOCAL SALES TAX		116,794.72	
ROLLING STOCK TAX		907.85	
REIMB: COMMONWEALTH ATTORNEY		18,386.95	
REIMB: SHERIFF		56,821.46	
REIMB: COMMISSIONER OF REVENUE		7,261.46	
REIMB: TREASURER		6,174.45	
REIMB: CLERK		13,457.84	
PUBLIC ASSISTANCE GRANTS		115,968.07	
COMPREHENSIVE AT-RISK		30.00	
ADD BACK VOID CHECKS		20.00	
			558,647.07
			\$18,049,387.43
DISBURSEMENTS:			
WARRANTS/CHECKS	1,008,399.96		
			\$1,008,399.96
BALANCE AUGUST 31, 2021			\$17,040,987.47
E911 SURCHARGE		\$278,528.51	

OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P. O. BOX 85

NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT**AUGUST 31, 2021**

BALANCE JULY 30, 2021			\$16,420,457.07
MONEY MARKET ACCOUNT			\$9,280,232.30
CITIZENS BANK & TRUST		\$9,280,232.30	
CERTIFICATES OF DEPOSIT			
CITIZENS BANK & TRUST	6/14/2022	3,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	100,000.00	
CITIZENS BANK & TRUST	9/13/2021	<u>1,293,633.88</u>	<u>6,393,633.88</u>
BALANCE AUGUST 31, 2021		\$15,673,866.18	\$15,673,866.18

OFFICE OF THE TREASURER

NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

TELEPHONE (434) 645-9318

LANDFILL FUND REPORT:

AUGUST 31, 2021

BALANCE JULY 30, 2021

-\$333,757.46

RECEIPTS:

COMMUNICATIONS TAX

\$14,256.31

UTILITY TAX

\$19,076.87

USE OF LANDFILL

\$38,827.52

\$72,160.70

-\$261,596.76

DISBURSEMENTS:

WARRANTS/CHECKS

\$117,134.66

\$117,134.66

BALANCE AUGUST 31, 2021

(\$378,731.42)

OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P. O. BOX 85

NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

AUGUST 31, 2021

TOWN OF BLACKSTONE	\$18,117.25
TOWN OF CREWE	13,954.39
TOWN OF BURKEVILLE	2,228.01
GENERAL FUND	<u>116,794.72</u>
	\$151,094.37

OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P. O. BOX 85

NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

AUGUST 31, 2021

CITIZENS BANK--PICKETT PARK CD

06/05/2022

\$5,228,188.29

BALANCE AUGUST 31, 2021

\$5,228,188.29

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P. O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



TELEPHONE (434) 645-9318

MARGARET B. SPRINGSTON, DEPUTY

SCHOOL FUND REPORT:

AUGUST 31, 2021

BALANCE JULY 30, 2021 \$1,990,583.98

RECEIPTS:

CASH RECEIVED	\$1,197,248.94	
VOID/SOPPED CHECKS	\$19,047.85	
		<u>1,216,296.79</u>
		\$3,206,880.77

DISBURSEMENTS:

OPERATING EXPENSES	\$488,997.29	
PAYROLL/ACH DEBIT	\$1,513,038.31	
		<u>\$2,002,035.60</u>

BALANCE AUGUST 31, 2021 \$1,204,845.17

CAFETERIA FUND REPORT:

AUGUST 31, 2021

BALANCE JULY 30, 2021 \$332,621.20

RECEIPTS:

CASH RECEIVED	\$7,998.87	
		<u>\$7,998.87</u>
		\$340,620.07

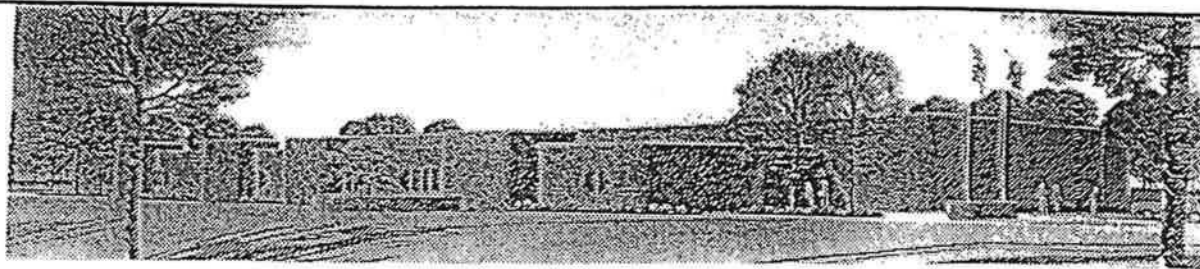
DISBURSEMENTS:

OPERATING EXPENSE	3,457.93	
PAYROLL/ACH DEBIT	35,504.47	
		<u>38,962.40</u>

BALANCE AUGUST 31, 2021 \$301,657.67

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

AUGUST 31, 2021

BALANCE ON JULY 30, 2021

\$1,178,343.36

RECEIPTS:

DEPOSITS

5,734.26

INTEREST

30.37

5,764.63

\$1,184,107.99

DISBURSEMENTS:

DEBIT MEMOS

16,057.23

ACH PAYROLL

23,402.86

WARRANTS/CHECKS

82,412.21

SERVICE CHARGES

49.19

121,921.49

BALANCE AUGUST 31, 2021

\$1,062,186.50

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27



**A RESOLUTION OF THE
BOARD OF SUPERVISORS OF THE COUNTY OF
NOTTOWAY, VIRGINIA**

**REQUEST TO THE CROSSROADS COMMUNITY SERVICE BOARD TO
CONDUCT A FORENSIC AUDIT OF ITS FINANCES**

WHEREAS, Crossroads Community Service Board (CSB) is the primary provider of mental health, intellectual disability, substance abuse, and housing services to residents of Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward Counties and their respective residents; and

WHEREAS, the Crossroads CSB has over 230 full-time and 50 part-time employees, 3,058 clients, and has a FY 2021 total budget of \$15,486,594; and

WHEREAS, there have been a number of concerns raised by Crossroads CSB Board members, members of the various Boards of Supervisors, current and former staff members of Crossroads CSB, and members of the general public regarding the budgeting and allocation of public funds and other management issues at Crossroads CSB; and

WHEREAS, the Crossroads CSB Board of Directors, at a special called meeting on May 5, 2021, removed its Director Dr. Susan Baker after six (6) years in the Director's position; and

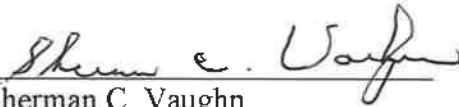
WHEREAS, Nottoway County has been asked to commit \$42,000 in the proposed FY 2021-2022 budget as a local match to 90/10 funding from the Commonwealth of Virginia for the provision of services in Nottoway County, and

WHEREAS, the Nottoway County Board of Supervisors is greatly appreciative of the services provided by the Crossroads CSB and the support of its staff on behalf of Nottoway's citizens, and

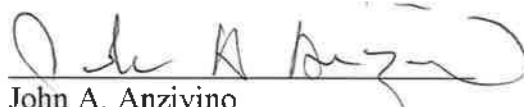
WHEREAS, the Nottoway County Board of Supervisors, as one of the seven governing bodies described in §37.2-504 of the Code of Virginia, must ensure the fiscal accountability of public funds.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of the County of Nottoway, Virginia, does hereby request that the Crossroads CSB Board of Directors conduct a thorough external, independent forensic audit of its records for budget years FY 2019, FY 2020, and FY 2021; and

BE IT FURTHER RESOLVED, that the Board of Supervisors of the County of Nottoway, Virginia does hereby state its intent to withhold funding from Crossroads Community Services Board until such forensic audit is authorized by the Crossroad Community Service Board Board of Directors.


Sherman C. Vaughn
Chair, Board of Supervisors
County of Nottoway, Virginia

Attest:


John A. Anzivino
Interim Clerk, Board of Supervisors
County of Nottoway, Virginia

September 16, 2021

AT A MEETING OF THE FORT PICKETT LOCAL REDEVELOPMENT AUTHORITY OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 16TH DAY OF SEPTEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, SECRETARY
VIVIAN SEAY GILES, LEGAL COUNSEL
JOHN W. HILL, JR., PROPERTY MANAGER

Chairman Vaughn called the meeting to order at 9:07 p.m.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Roark moves to approve the agenda. The motion receives a second from Supervisor Bowen. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the August 26, 2021 meeting were presented. Supervisor Simmons moves to receive and adopt the August 26, 2021 minutes as presented. The motion receives a second from Supervisor Shekleton. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

There being no delegations from the public, Chairman Vaughn calls on John Hill to present new business.

1 - KIRA Support Services: They are the ones furnishing clean-up services for the area of Operation Allies Welcome, and they need a place to store their supplies. This will be a new lease on Building 2361, the old game check station. He has negotiated a price of \$500/month for six months, and that is the total extent of time they will need the building.

Supervisor Roark makes a motion to approve the lease for six months at \$500/month for the old game check station. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Ronald Frisby: He operates the Veterans Car Wash in the parking lot of Building 2361. Mr. Frisby has been working through a lease under another person's name and pays \$75/month, but a new lease is needed in Mr. Frisby's name. Mr. Hill recommends keeping the fee at \$75/month.

Supervisor Simmons moves to approve the lease for the parking lot of Building 2361 as presented. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

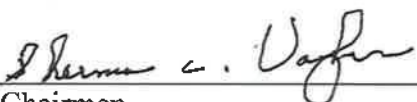
September 16, 2021

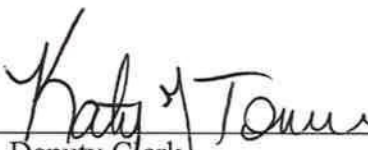
S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons makes a motion to adjourn the meeting. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn adjourns the meeting at approximately 9:14 P.M.


Chairman


Deputy Clerk

AT A LOCAL EMERGENCY PLANNING COMMITTEE WORKSESSION WITH THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 14TH DAY OF OCTOBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR

Chairman Vaughn called the meeting to order at 6:00 P.M.

The invocation is provided by Supervisor Bowen. Chairman Vaughn leads everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn recognizes those in attendance representing the Emergency Squad, Blackstone, Burkeville, and Crewe Fire Departments, Town Managers, VDOT, VDEM, and the Crewe Chief of Police. He then turns the meeting over to Administrator Costin.

Administrator Costin thanks everyone for attending. This begins the never-ending path of emergency preparedness that will inevitably lead to response, recovery and mitigations. The February Ice Storm and the County's response drives tonight's meeting. Nottoway County is on an upward trajectory in emergency management, and he found much interest in tonight's meeting. County officials cannot stop ice storms and do not control health issues or much of the County's infrastructure such as roads, water, sewer, or the electric grid. There were no deaths associated with the ice storm in Nottoway County per the Commonwealth's Office of the Chief Medical Examiner. There is an After Action Report that highlighted the need to establish a dedicated person for Emergency Management. This position has historically fallen to the County Administrator, however, based on the AAR, the Board authorized a full time Emergency Services Director, and that process has started. Many Board members have taken Emergency Management classes.

The establishment of a Local Emergency Planning Committee (LEPC) is another part of a good Emergency Management program. It is a whole-of-community concept to include media, fire, rescue, law enforcement, private sector (particularly those who handle hazardous materials), schools, Social Services, and other critical state service providers.

Administrator Costin presents brief biographical information on tonight's two presenters: Robert Paxton, VDEM, Hazardous Materials Officer, Region 1, and Donna Pletch, VDEM, Chief Regional Coordinator, Region 1.

Robert Paxton says LEPCs help mitigate disasters. The LEPC began nationally in 1986 in response to a hazardous materials spill. Among its duties is to collect Tier II reports and also develop a community emergency response plan. Membership should cover a broad cross section of the community. The more people involved, the better the LEPC. It should include law enforcement, fire, first responders, government officials, industry representatives, and citizens. He covers Tier II reports regarding hazardous materials. CAMEO is a free software app developed by the EPA and NOAA. CAMEO can be used by both planners and first responders, can be used to upload Tier II reports, and can also simulate damage from a hazardous leak/spill with the input of chemical properties and weather conditions.

Supervisor Bowen asks how many people make up the committee and is told it fluctuates, there is no set requirement. Supervisor Bowen then brings up the railroad tankers that come through the County, and those are confirmed as falling under the interest of the LEPC. The LEPC would contact the railroad to determine what and how much comes through Nottoway.

Mr. Paxton reviews several landmark events relating to hazardous materials: Graniteville, SC train wreck/chlorine release in January 2005; West Texas fertilizer plant explosion in April 2013; and Lac-Megantic, Canada train derailment/crude oil release in July 2013.

Looking at risk assessments, the LEPC should examine pipelines that carry volatile liquids, Hazmat rail lines, and local businesses that store chemicals. Commodity flow studies are one way to determine trucking and rail risks. Rural LEPCs may not have many chemical manufacturing facilities, but a lot of chemicals come through the area.

It is also important to know how close the nearest Hazmat team is. Henrico's Hazmat team covers Nottoway County. Also, determine if area hospitals are adequately equipped to help people affected by one of these disasters.

Supervisor Roark asks who sets the standards for the Tier II reporting and if local officials can set requirements for reporting. Mr. Paxton believes it is the EPA through its list of lists, but he suggests reaching out to the Commonwealth's Attorney as he is unsure.

While the LEPC was put in place to cover hazardous materials, many localities also use them to prepare for other disasters. Nottoway does not have a lot of hazardous material manufacturers, but it does have weather events; the same process can be used to be prepared for both.

LEMPG grant funds can be used to fund commodity flow studies, updating emergency plans, and conducting exercises in support of the emergency plans. Exercises will often uncover areas in a plan that need to be changed or updated.

A video is shown providing examples of incidents and government action for improvements in planning and response.

Mr. Paxton asks if anyone has questions. With no questions, Administrator Costin asks Donna Pletch to begin her presentation.

Donna Pletch introduces herself as the VDEM Chief Regional Coordinator for Region 1, covering 23 localities. She provides a handout outlining the basic courses for beginning emergency management training. Training is very important when it comes to emergency management. It allows for the EOC personnel to know how to work together, and if others come in to assist, they are trained the same way and will know their role. Many of the classes on the list are offered online. VDEM can come teach a class specifically for elected officials. VDEM prepares information for general release that a Public Information Officer can pull from the website to personalize and release on social media or local newspapers. It is important to build up the County's LEPC program because if a disaster is widespread, VDEM cannot come physically to help them all. Self-sufficiency is important.

All information from the State will go directly to the Emergency Services Coordinator. She encourages all elected officials within the County to coordinate information through the Coordinator who will then take the information back to the State through situation reports. She commends the Board for recruiting for a full-time Emergency Services Coordinator as a huge step in the right direction.

Administrator Costin opens the floor for Questions. He encourages particularly the fire personnel in attendance to meet Robert Paxton before an incident occurs. Ms. Pletch adds that once the LEPC is running, VDEM will attend some of the meetings. Mr. Paxton adds that he would be interested in attending every meeting if possible.

Supervisor Bowen notes that the issue of people building residences near hazardous materials areas would be an issue the Planning Commission may need to consider. Mr. Paxton adds that the LEPC watches out for that type issue but it does integrate with planning.

Supervisor Roark mentions that it was said Hopewell has one of the better LEPCs. Mr. Paxton clarifies that Hopewell has the most involvement of any he has experienced. Supervisor Roark inquires about the possibility of Hopewell being open to him or other representatives attending its meeting. Mr. Paxton cannot speak for the leadership there, but he believes it probable that, presented as a new venture for Nottoway to see how the Hopewell LEPC runs, Hopewell would be more than agreeable. Supervisor Roark would like to see a well-attended and well-functioning LEPC meeting. Ms. Pletch adds that she has obtained and can share by-laws from Powhatan which has a smaller LEPC and has also asked but not yet received the same from Hopewell.

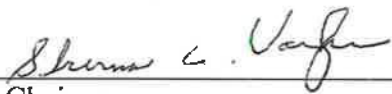
October 14, 2021

Administrator Costin asks of Ms. Pletch for suggestions regarding first steps. Her suggestions begin with the hiring of a full-time Emergency Services Coordinator and updating the EOP. She has heard that the grant to help with the cost of updating the EOP has been applied for and should be announced at the end of the month. Determine who will be working in the Emergency Operations Center. Just because one does something as an every-day job does not mean that will be the extent of duties in the EOC.

Logistics is covered by someone who knows everyone and where to find resources. The Public Information Officer is someone who writes well without the need for much editing to push information out to the public. Identify people who can fill roles and then find an alternate. The Emergency Services Coordinator will need to be relieved during an event, so even that person needs an alternate. Look at EOC location options.

In summary, identify key people, push them through training, and locate a place to meet. Next, identify needed equipment and search for grants to help bring in that equipment.

Chairman Vaughn thanks Mr. Paxton and Ms. Pletch for coming, thanks the volunteers for coming to the meeting, and then thanks Ms. Pletch again for aiding through the Ice Storm. With no further questions, Chairman Vaughn adjourns the meeting at 7:10 P.M.


Chairman


Deputy Clerk

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 21ST DAY OF OCTOBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR
VIVIAN SEAY GILES, LEGAL COUNSEL

Chairman Vaughn called the meeting to order at 7:00 P.M.

The invocation was provided by Supervisor Bowen. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Simmons makes a motion to approve the agenda as presented. The motion receives a second from Supervisor Roark. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of February 25, 2021 regular meeting and the September 16, 2021 regular meeting were presented. Supervisor Roark moves to receive and adopt the minutes from February 25, 2021 and September 16, 2021. The motion receives a second from Supervisor Simmons. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn begins the Delegations from the Public.

1 - Sonny Abbott: Asks why Administrator Roark hired Sands Anderson and made them County attorneys? Was the former County Administrator authorized to engage a vendor without Board approval? Mr. Abbott does not seek to disparage former Administrator Roark but to discover how the Board/County Administrator work. Also, how did the Electoral Board get the County Attorney to represent them? Are fees taken from the Registrar/Electoral Board budget since it has been claimed that the County is mandated to cover all Electoral Board costs? Is this a way around budget appropriations and Board of Supervisor votes? Items like legal costs in the thousands of dollars, lock changing costs at Burkeville, \$6,250-\$8,000 to compensate the Interim Registrar's trainer, office clerks so titled to avoid naming them Assistant Registrars, all the traditional costs of early voting, officer of election training, election day costs, the unknown costs related to the Registrar search delegated to the County Human Resource Department are examples of the Electoral Board's transfer of specific responsibilities. How can the County Attorney represent the Board of Supervisors in any dispute with the Electoral Board; would that be a conflict of interest?

Supervisor Bowen addresses Mr. Abbott's question of why Administrator Roark felt he needed Sands Anderson. Former Administrator Roark has indicated he felt constant daily harassment from a group of citizens, like he was not being treated fairly, and like the Board could not protect him.

Mr. Abbott expresses his thanks to Supervisor Bowen.

Chairman Vaughn informs the citizens that a letter from former Administrator Roark has been sent to the two local papers and should be in the next week's editions.

Supervisor Roark informs Mr. Abbott that it was not until March that he found Sands Anderson had been hired, and he did not vote for it. At that time, he was not engaged in many conversations in the Administration Office.

2 - Daphne Norton: Lives in a nice neighborhood, but there is a vacant property that has become a dumping ground. Supervisor Simmons has been there to inspect it. Ms. Norton has mailed a letter to the owner who lives in France but has yet to receive a response. The trash being dumped includes tires, a television, and a sofa. Ms. Norton is seeking a resolution to this issue through the County and its Code, if there is something in place.

Administrator Costin has received the complaint. The Building Official has been there to look at it. As the Code is written, someone must catch the person dumping and also be willing to come to court to identify the person.

3 - Sue Yeatts: Says citizens have asked her goal in Nottoway. She has been proactive in advocating for change. Her intent is not to harass but to hold Supervisors accountable. She would like to see Nottoway out of poverty and has been told that in the 1970s, others held Nottoway in esteem and as a model of what a County should be. That is not the case now, and she questions why. She has a copy of the County Code and sees nothing in it to maintain the County, to keep it clean, remove burned buildings, to take care of litter issues. What have the Supervisors done to address these issues and to clean up the County to move it forward?

Supervisor Roark addresses Ms. Yeatts. He has talked about this topic with Administrator Costin and the Building Official. This would take an enormous tax increase, but if the citizens want that, then it should be addressed. Government moves slow, but it is moving. The Ordinances plan to be reviewed and updated.

The Board held the following public hearing:

Special Exception - Lonnie Smith, Bed and Breakfast

Lonnie L. Smith, owner: Requests to establish a Bed and Breakfast on property located off Walnut Hill Road in the Blendon District. Property is zoned C-1, Conservation. Request is made pursuant to Section 2-2-4-25 of the Nottoway County Zoning Ordinance – USES PERMITTED BY SPECIAL EXCEPTION

Administrator Costin provides information regarding the Bed and Breakfast application for tax map #42-59A. This was an enforcement action from the Virginia Department of Health due to additional bedrooms being tied into an existing septic system. Applicant has undertaken improvements, as a show of good faith, to bring it into compliance with the Building Code and the Department of Health regulations. The Highway Department and the Health Department have been alerted to this application, and their comments have been captured in a set of conditions. The property in the addition of a Bed and Breakfast conforms to a description of the area in the Zoning Ordinance which is compatible to a description of the property in the Comprehensive Plan. The normal operations may increase traffic but is akin to residential activity. A few homes are visible but the landscaping serves as a buffer. The staff recommends approval with the nine conditions found in the staff report. The Planning Commission heard this and recommended approval with those same conditions.

Chairman Vaughn opens the Public Hearing and asks if there is anyone wishing to speak for the proposed Special Exception. He then calls on Lonnie Smith to speak.

Mr. Smith tells the Board that the day of closing was when he discovered the Deed [plat] was not being approved because his outbuildings were not in compliance. The septic system had collapsed, and it was in the process of being re-done. The Health Inspector came out and noted that beds had been added to some of the older buildings. Once it was determined that he was not in compliance, he began undertaking the work necessary to bring everything up. He added the additional septic lines and had inspections done. He approached his neighbors on East

Courthouse Road and Walnut Hill Road and received signed statements that they had no issue with the property being used as a Bed and Breakfast. Currently he wants the use of the bedrooms to be able to sell the property.

With no one else to speak for or against the Special Exception, Chairman Vaughn asks for the Planning Commission's recommendation. Administrator Costin states the Planning Commission approved with the following conditions:

1. The Special Use Permit is granted to the owners of Tax Map 42-59A for the operation of a Bed and Breakfast offering no more than five (5) guest rooms throughout the premises.
2. Obtain and maintain a Nottoway County Business License for a Bed and Breakfast.
3. Come into and maintain compliance to the Building Code for a Bed and Breakfast.
4. Come into and maintain compliance with regulations of the Virginia Department of Health as to water provision, wastewater treatment, and food handling.
5. Maintain the low volume commercial entrance to the standards of the Virginia Department of Transportation.
6. Limit signage identifying the Bed and Breakfast to twelve (12) square feet incorporated into the existing mailbox structure.
7. No outdoor venue activities such as, but not necessarily limited to weddings and receptions, are permitted.
8. Record a Deed Restriction that the property cannot be subdivided unless all accessory buildings apart from the main dwelling unit are renovated so as not to constitute dwelling units to include removal of sleeping areas, food preparation or bathing appurtenances. In addition, record as part of the Deed of Conveyance the conditions imposed with approval of the Special Exception.
9. Failure to abide by the above conditions will revoke the Special Use Permit and subject the owner to prosecution under the Nottoway County Zoning Ordinance as applicable at that time.

Supervisor Roark sees no reason not to approve. Supervisor Bowen says he was in attendance with the Planning Commission and approves this Special Exception. Ms. Giles reminds the Board that the Public Hearing has not been closed.

Chairman Vaughn closes the Public Hearing.

Supervisor Bowen moves that the Special Exception for a Bed and Breakfast operation be approved with the conditions recommended by the Staff as the use is compatible to the area and expands the County's economy. A second was provided by Vice Chair Shekleton. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board hears a presentation by Rose Mastracco, the new Interim Director of Nottoway County Social Services. She thanks the Board for the opportunity to speak. A top issue for her has been the Afghans at Fort Pickett and how it affects Social Services. At this point, none are eligible for SNAP/food stamps as they all receive their meals on Pickett. Because of residency requirements, they are not eligible for certain types of cash payments. They are, however, in certain circumstances, eligible for Medicaid. As to the influx of thousands of Medicaid applications, they have received only two applications, but her office was advised by the State to turn them over. The Department of Medical Assistance will be working with any applications that come through Pickett and have asked only that her office be the mailing address for the applicants until someone can pick up the mail; mail sent to Pickett gets returned. She has received no final answer on how to handle complaints for child protective services if there's abuse or for adult abuse. State police have been asked to take all complaints through a hotline/portal. Ms. Mastracco will be sure to advise Mr. Costin and Board members.

Chairman Vaughn welcomes Ms. Mastracco to Nottoway County.

Supervisor Roark had the pleasure last week of speaking with 2/3 of the Social Services staff, and the employees are very pleased with Ms. Mastracco.

The Board receives the following Department Reports:

1 - Highway Department: report came late and is provided in tonight's brief packet. [Chairman calls on Ms. Bryant to speak later in the Department Reports.]

2 - Solid Waste: September 2021 Nottoway County Sanitary Landfill waste report; average of 116.14 tons of waste per day received.

3 - Nottoway County Planning Commission: Supervisor Bowen informs the Planning Commission met for two Public Hearings. He then provides an update on the Comprehensive Plan. The CRC is helping with its update and has developed a Citizen Survey for distribution. They would like to hear from citizens and have the Comprehensive Plan reflect the information gathered. Administrator Costin adds that the Administration Office, as well as other offices at the Courthouse Complex, have surveys available for anyone who would like one. Supervisor Bowen is hoping to have the Comprehensive Plan ready in the next year.

Chairman Vaughn calls on Dianna Bryant for a VDOT update. The last round of mowing is set to begin in mid-November, from right-of-way to right-of-way. The Route 618 bridge is expected to be complete in October. Brush cutting has been done on many secondary routes. Safety study for Route 619, Tyler Road, is still ongoing. There will be a detour for the 460 Business bridge over Highway 460 for bearing repairs that cannot be completed under live load. Highway 460 westbound traffic will not be able to take the ramp onto Business 460. That project should begin within the next 30 days for an unknown duration. Administrator Costin informs the Board that the detour information has been sent to all first responders.

4 - Building Inspection / Erosion & Sediment Control: September 2021 report; 37 permits issued for \$52,198.01 in permit fees and \$6,600,347.51 in construction value. One (1) E&S Permit issued for \$360.00.

5 - Animal Control - September 2021 report; 136 animal control calls.

6 - Piedmont Health District - no report provided.

7 - Nottoway County School Board - minutes of the regular meeting of the Nottoway County School Board held on September 9, 2021. Assistant Administrator Tomer advises the Board that the School has budget adjustments requiring a Public Hearing.

8 - Nottoway County Public Library Board of Trustees meeting report; minutes of the meeting held on October 20, 2021. There are two Consent Items listed regarding the Library. Jackie Zataweski is present to answer any questions about those two grants. The Board has no questions.

Reports, requests, and recommendations of Constitutional Officers:

1 - Jane L. Brown, Clerk: not in attendance

2 - Robert L. Jones, Sheriff: nothing to report at this time

3 - Ellen F. Myatt, Treasurer: not in attendance

4 - Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 - Leanne Watrous, Commonwealth's Attorney: Provides an update on the staffing in her office. Her assistant's last day is tomorrow. She has advertised for a Senior Assistant Commonwealth's Attorney and a part-time position.

The Board revisits the following unfinished business:

1 - Animal Shelter - Vice Chair Shekleton presents the memo from John Anzivino, County Project Manager, that is found in the Board package which recaps the project and recent

milestones. Since the last Board meeting, representatives from Timmons and RRMM visited the property for an initial review as part of site suitability. Geotechnical work should begin in early November, and RRMM is prepared to begin the final design. Construction bid documents are expected to be ready for formal bid solicitations by May 2022. Vice Chair Shekleton appreciates the partnership with the CARES group that has raised a substantial amount of money without a formal campaign. She then thanks Mr. Anzivino for helping everyone stay on track with this project.

2 - Comprehensive Plan Update - Supervisor Bowen spoke to this topic earlier in tonight's meeting, and the CRC's Nottoway County Comprehensive Plan Update - Monthly Update for October is included in the Board package.

The Board considers the following new business:

1 - District 1 Housing - Deed of Trust - Nannie Miller: Assistant Administrator Tomer informs the Board that Ms. Miller has met her financial obligation under the District 1 housing project, and the County can release the Deed of Trust. There are currently four (4) participants left in this program with one (1) of those set to be paid off in the next couple of months. This has been a very successful program, and those receiving help have been most appreciative. Supervisor Bowen moves to authorize the County Attorney to prepare and file the necessary documents to release the deed of trust on the Miller property, a District 1 Housing project, and to give the Chairman the authority to sign the certificate and affidavit of satisfaction. Supervisor Simmons provides the second. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - VACo Voting Credentials for the 2021 Annual Business Meeting - Administrator Costin notes that on November 14-16, 2021, the members of the Board will be attending the Virginia Association of Counties, and he will attend with them. Regarding business matters, the Board should appoint a voting delegate. This has historically been the Chairman with the alternate delegate being the Vice Chairman. Staff recommends naming the voting delegate as the Chairman, the alternate as the Vice Chairman, and not to use the proxy.

Supervisor Roark moves to designate the Nottoway County Board of Supervisors voting delegate as Chairman Vaughn and the alternate delegate Supervisor as Vice Chair Shekleton. The second was provided by Supervisor Simmons. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 - Department of Social Services Lease - Administrator Costin reminds the Board that the lease for the Social Services office is expiring at the end of this month. He has spoken with Ms. Mastracco and a representative from the Department of Social Services that handles leasing. The current lease is based on the County having debt service on the building, but there is currently no debt service, so a new type of lease is needed. There is a paragraph in the existing lease allowing alterations that extends the lease at its current terms while entering into a good faith effort to negotiate a new lease and make adjustments on the back end.

Vice Chair Shekleton, because of the critical services provided by the Department of Social Services to the citizens of Nottoway County and termination of the lease and potential office relocation would disrupt the provision of those services, moves that the current lease terms be extended while negotiations take place to establish a new lease and that the County Administrator be authorized to enter into those negotiations in recognition of potential payment rate adjustments. A second is provided by Supervisor Roark. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Early Vote Expansion and Sunday Vote Grant - Administrator Costin states that this topic is before the Board at the request of the Electoral Board as they are now able to document actual expenditures. Staff is of the opinion that if the County can get any money back, it should. There is a communication presented in tonight's brief packet that details the exact amount of money that was expended: \$380.60.

Supervisor Bowen, as a point of procedure, recalls that this same issue came up last month and failed twice. He is seeking clarification from Ms. Giles and the Board to ensure the Board is following appropriate procedure. Ms. Giles states that the issue last month was relating to the application, the award had not been made, and different amounts were being considered. This month presents a different issue and procedure as the Board is being asked to accept a known award.

Supervisor Shekleton asks for a point of clarification. If the Board moves to accept the money, it accepts the Sunday vote grant, is it required to accept the early vote expansion? That is something the Electoral Board did, correct? Administrator Costin states the Board is looking to accept the grant for \$380.60, that presented to the Board last month was an amended grant application for a significantly decreased award amount from that which had previously been presented. The Electoral Board now has a definitive figure, the money has been spent, and they request the Board to reconsider accepting this known figure.

Supervisor Roark, regarding the motions provided the Board, asks if the Board is accepting the \$627.87 because that was previously approved, or would it be the \$380.60? Administrator Costin clarifies for Supervisor Roark that the Board previously rejected the higher amount, and the motion should be for \$380.60.

Supervisor Roark, asking for advisement from Ms. Giles, amends a prepared motion and moves as follows: In an attempt to save the taxpayers of Nottoway County the full cost of Sunday voting, he moves to accept the Early Vote Expansion and Sunday Vote Grant Award of \$380.60 and encourage the Electoral Board and its staff to work with the County Administrator's Office to identify practices that will lessen the impact of any non-reimbursable expenses on the County's overall budget. The motion receives a second from Vice Chair Shekleton. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks Assistant Administrator Tomer to present the CONSENT CALENDAR:

1 - September Expenditures - All Funds

2 - Budget Adjustment - Board of Supervisors - Health Insurance Rebate - \$10,079.78: Anthem Health Insurance Rebate has been received the last few years. The options are to lower the current premium plan year or distribute the rebate to the employees that were part of the rebate plan year. Historically, it has been returned to participating employees, and that option is encouraged again this year.

3 - Real Estate Erroneous Assessment - Gilbert Ruffin, Jr. - \$52.80: 2020 real estate tax paid on a house that was demolished in 2019.

4 - Request for Refund - Building Permit Fee - V. Susan Noblin - \$61.20: A demolition permit was issued, but Ms. Noblin has decided not to begin this project.

5 - Budget Adjustment - Animal Control - Donation - \$258.63: Journey Station Restaurant, Amelia, Virginia, chose the Nottoway County Animal Shelter as their "Mission of the Month".

6 - Budget Adjustment - Sheriff's Office - DSS Fuel Reimbursement - \$440.42: A payment to the Sheriff's Office for fuel used by the Department of Social Services from March 2021 through August 2021.

7 - Communities for Immunity Grant - Library - \$4,410.72: Nottoway County was chosen as one of the 51 museums/libraries across 24 states to receive this grant to advance vaccine confidence.

8 - ARPA Funding - Library - \$8,022.00: The Library of Virginia is distributing funds received under the American Rescue Plan Act. Nottoway will receive \$8,022 to be used for public computers, digital materials, and the software necessary to maintain the online catalog and perform related tasks.

9 - Local Emergency Management Planning Grant - \$7,500.00: This is a matching grant that provides federal funds to states to assist in emergency preparedness for all hazards. This has typically been received and used towards the County's CodeRed alert system.

Supervisor Simmons moves to approve the Consent Calendar with the correction of the memo's mention of October under item 1 which should read September. The motion receives a second from Supervisor Roark. Supervisor Bowen adds that the Anthem Health Insurance Rebate goes back to the employees; Assistant Administrator Tomer confirms that is how it is worded in the Consent Agenda memo in the Board packet, so it would fall within the motion. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The following correspondence is presented in the Board package:

1 - CRC September 2021 Items of Interest

2 - Blackstone Volunteer Fire Department Incident Report - June 2021

3 - Piedmont Senior Resources Newsletter *The Advocate*

Administrator Costin begins with a mention of last week's worksession addressing the County's emergency management program. He informed the Board that the Emergency Services Coordinator job description has been posted and distributed through various outlets, and the position is open until filled. Applicant screening will begin at the end of the month.

Zoning and land development issues have brought about a new process. With the help of Susan Tucker and the cooperation of the Commissioner of the Revenue's office, home businesses will now require zoning approval before a business license can be issued. Some inquiries have touched on the policy regarding procedures for using 911 structure numbering, so that policy and procedure have been updated to reflect the actual material of a sign and its location. Presented for the Board's review are the new home business zoning application, the previous version of the 911 structure numbering policy, and a newer version of the road naming policy without change but in an improved format. Administrator Costin seeks the Board's consent to start using those forms; the Board shows unanimous support.

Mr. Anzivino, Ms. Tomer, and Administrator Costin received a presentation from ABM regarding construction alterations available throughout the courthouse complex that would result in water and electric savings. He asks for Board action to set a worksession for November 10, 2021, at 6:30 p.m. for the full Board to hear this presentation. Supervisor Simmons moves to set a worksession for November 10, 2021, at 6:30 p.m. in the General District Courtroom. The

motion receives a second from Supervisor Roark. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Costin presents information regarding Fort Pickett. The last couple of months have afforded him attendance at several sit-down meetings with the Virginia National Guard and key leadership in Operation Welcome Allies. He attended his first meeting with Chairman Vaughn and his second meeting with Vice Chair Shekleton. He was told the environs around Fort Pickett are being sanitized with some regularity. A schedule for future meetings is being developed. Mayor Weltch, Vice Chair Shekleton, Sheriff Jones, and he attended a meeting with Deputy Secretary of Defense Hicks where they reviewed impacts, concerns and are awaiting follow-up information.

Administrator Costin looks forward to being with the Board at the VACo Conference on November 14-16, 2021 in Norfolk.

Administrator Costin has provided a new item in tonight's brief packet which requires Board action to authorize a public hearing. The Board will need to consider budget adjustments of \$1,336,699.99 for the School Board as well as bonuses for the Sheriff and Sheriff's Deputies in the amount of \$54,000 with all but \$12,000 offset. The General Assembly approved \$3,000 bonuses for each Sheriff and Sheriff's Deputy funded by the Compensation Board, but there are also four (4) Sheriff's Deputies funded by the County.

Supervisor Bowen inquires, regarding the \$1,336,699.99 for the School Board, if it is money the County is losing or receiving. Administrator Costin says this is carryovers plus new funding sources that have come forward to the school system and must be reflected into the budget.

Vice Chair Shekleton moves to direct staff to prepare and advertise for public hearing, at the next regular Board of Supervisors meeting, a budget adjustment concerning bonuses for Sheriff's Department personnel as well as carryovers, new funding sources for the School Board. The motion receives a second from Supervisor Simmons. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton moves that the Board of Supervisors of Nottoway County, Virginia, convene a closed meeting in accordance with Virginia Code §2.2-3712 for the purpose of discussing those matters lawfully exempted from open meeting pursuant to those code sections, the described legal exemptions, and the subjects to be discussed as set forth on the agenda of this open meeting, all of which is here referenced and made a part of this motion. Personnel and consultation with legal counsel regarding specific matters including, but not limited to, the Office of the General Registrar and the Public Library System; consultation with legal counsel regarding zoning litigation now pending in the Nottoway County Circuit Court. The motion receives a second from Supervisor Roark. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board enters Closed Session at 8:13 p.m. The Board reconvenes at 8:47 p.m.

Supervisor Bowen moves that each member of the Nottoway County Board of Supervisors certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Nottoway County Board of Supervisors, and (iii) no action was taken in the closed meeting regarding the items discussed.

The motion receives a second from Supervisor Roark. A roll call vote proceeds as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

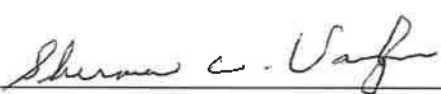
Supervisor Roark mentions an issue regarding dogs running at large during hunting season. There is already a confinement ordinance in place used for wildlife preservation. He thinks it appropriate to have a confinement period during hunting season. He then addresses the Treasurer's report which indicates the Landfill is averaging a loss of \$78,000 per month, and he would like to look at possible options to fix this. Supervisor Roark acknowledges the Nottoway Cougars as being undefeated with an upcoming game tomorrow night.

Vice Chair Shekleton, regarding landfill issues, asks the timeframe for a new cell as it is not just the expense but the timing. Supervisor Bowen agrees that it may be worth doing a study for options to keep the timing straight. Assistant Administrator Tomer mentions that if looking at a waste management study, solid waste has been added and is now allowable under the American Rescue Plan funds and has a 2024 obligation deadline.

Supervisor Bowen has received legal advice to have no verbal or written communication with Sue Yeatts. Therefore, he will not be responding to any of her inquiries or comments.

Supervisor Simmons adds that she, too, has received legal advice to have no verbal or written communication with Sue Yeatts.

Chairman Vaughn adjourns at 8:56 PM.


Chairman


Deputy Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			SEPTEMBER 30, 2021
BALANCE AUGUST 31, 2021			\$ 17,040,987.47
CURRENT LEVY		59,477.68	
DELINQUENT LEVY		24,075.96	
LAND REDEMPTION		85.64	
PENALTIES		2,229.37	
INTEREST ON DELINQUENT TAXES		3,097.44	
VEHICLE LICENSE FEES		3,285.86	
RECORDATION TAXES		7,254.41	
BUSINESS/PROFESSIONAL LICENSES		477.90	
CREDIT CARD USE FEES		331.92	
DOG TAG SALES		106.00	
DOG PICKUP FEES		30.00	
DOG ADOPTION FEES		10.00	
DOG BOARDING FEES		55.00	
SEPTIC TANK PERMITS		30.00	
HOTEL/MOTEL LODGING TAX		103.60	
LAND USE FEES		50.00	
TRANSFER FEE		50.40	
ZONING ADVERTISING FEES		400.00	
BUILDING PERMITS		53,873.88	
CONCEALED WEAPONS PERMIT		308.75	
DMV RELEASE FEES		2,125.00	
EROSION & SEDIMENT CONTROL		360.00	
RESIDENTIAL EROSION & SEDIMENT		75.00	
LAW LIBRARY FEES		137.00	
COURT FINES & FORFEITURES		1,389.09	
COSTS OF COURT FEES		396.83	
COURTHOUSE SECURITY FEE		1,544.75	
JAIL ADMISSION FEE		25.00	
COMMONWEALTH'S ATTORNEY		24.84	
INTEREST ON BANK DEPOSITS		2,767.65	
RENT-GENERAL PROPERTY		1,087.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		11,140.11	
RENT--PICKETT PARK LODGE		18,753.37	
RENT-PICKETT OFFICERS CLUB		590.00	
SBI RENT		403.08	
MOBILE HOME TITLING TAX		8,259.08	
MOPED/ATV SALES TAX		604.52	
RECOVERD ADVERTISING COSTS ON DEL. TAXES		1,193.14	
MISCELLANEOUS UNDEFINED		21,882.23	
SALE OF MAPS, PUBLICATIONS, ETC		50.00	
DNA FEE		40.08	
GAMES OF SKILL TAX		2,160.00	
MISCELLANEOUS LIBRARY		453.35	
GRANTOR'S TAX		1,979.80	
LOCAL SALES TAX		117,436.45	
E911 SERVICES BOARD PSAP EDU GRANT		444.00	
REIMB: COMMONWEALTH ATTORNEY		19,894.44	
REIMB: SHERIFF		73,534.09	
REIMB: COMMISSIONER OF REVENUE		7,660.37	
REIMB: TREASURER		7,512.85	
REIMB: CLERK		17,057.30	
PUBLIC ASSISTANCE GRANTS		106,952.47	
COMPREHENSIVE AT-RISK		160,801.53	
ADD BACK VOID CHECKS		1,577.84	
			750,889.78
			\$17,791,877.25
DISBURSEMENTS:			
WARRANTS/CHECKS	712,795.70		
			\$712,795.70
BALANCE SEPTEMBER 30, 2021			\$17,079,081.55
	E911 SURCHARGE	\$281,567.96	

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

INVESTMENT REPORT

SEPTEMBER 30, 2021

BALANCE AUGUST 31, 2021 \$15,673,866.18

MONEY MARKET ACCOUNT \$8,533,474.95

CITIZENS BANK & TRUST \$8,533,474.95

CERTIFICATES OF DEPOSIT

CITIZENS BANK & TRUST	6/14/2022	3,500,000.00	
CITIZENS BANK & TRUST	9/13/2022	1,293,633.88	
CITIZENS BANK & TRUST	1/10/2022	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	<u>100,000.00</u>	<u>\$6,393,633.88</u>

BALANCE SEPTEMBER 30, 2021 \$14,927,108.83 \$14,927,108.83

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

LANDFILL FUND REPORT:

SEPTEMBER 30, 2021

BALANCE AUGUST 31, 2021

-\$378,731.42

RECEIPTS:

COMMUNICATIONS TAX

\$16,149.38

UTILITY TAX

\$15,219.64

USE OF LANDFILL

\$4,319.49

\$35,688.51

-\$343,042.91

DISBURSEMENTS:

WARRANTS/CHECKS

\$112,707.75

\$112,707.75

BALANCE SEPTEMBER 30, 2021

-\$455,750.66

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TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

SEPTEMBER 30, 2021

TOWN OF BLACKSTONE	\$ 18,116.17
TOWN OF CREWE	\$ 13,958.85
TOWN OF BURKEVILLE	\$ 2,215.21
GENERAL FUND	<u>\$117,436.45</u>
	\$151,726.68

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TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

SEPTEMBER 30, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2022	\$5,228,188.29
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BALANCE SEPTEMBER 30, 2021

\$5,228,188.29

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

SCHOOL FUND REPORT

SEPTEMBER 30, 2021

BALANCE AUGUST 31, 2021 \$1,204,845.17

RECEIPTS:

CASH RECEIVED	\$1,546,367.25	
ADD VOID CHECKS	<u>\$696.54</u>	<u>\$1,547,063.79</u>
		\$2,751,908.96

DISBURSEMENTS:

OPERATING EXPENSES	\$427,663.61	
PAYROLL/ACH DEBIT	\$1,447,107.77	
		<u>\$1,874,771.38</u>

BALANCE SEPTEMBER 30, 2021 \$877,137.58

CAFETERIA FUND REPORT:

SEPTEMBER 30, 2021

BALANCE AUGUST 31, 2021 \$301,657.67

RECEIPTS:

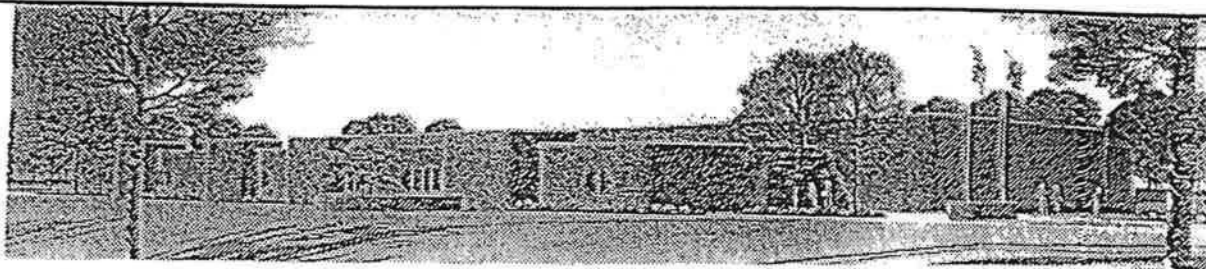
CASH RECEIVED	\$24,459.72	
		<u>\$24,459.72</u>
		\$326,117.39

DISBURSEMENTS:

OPERATING EXPENSE	\$45,572.14	
PAYROLL/ACH DEBIT	\$40,920.95	
		<u>\$86,493.09</u>

BALANCE SEPTEMBER 30, 2021 \$239,624.30

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER



561-5081 or 645-7854

148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

SEPTEMBER 30, 2021

BALANCE ON AUGUST 31, 2021

\$1,062,186.50

RECEIPTS:

DEPOSITS

5,454.54

INTEREST

27.61

5,482.15

\$1,067,668.65

DISBURSEMENTS:

DEBIT MEMOS

16,160.43

ACH PAYROLL

24,510.01

WARRANTS/CHECKS

24,805.23

SERVICE CHARGES

23.22

65,498.89

BALANCE SEPTEMBER 30, 2021

\$1,002,169.76

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27

AT A WORKSESSION OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON WEDNESDAY, THE 10TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY- ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR

Chairman Vaughn called the meeting to order at 6:30 P.M.

The invocation was provided by Supervisor Bowen. Chairman Vaughn led everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn entertains a motion to approve the meeting agenda. Supervisor Simmons makes a motion to approve the agenda as presented. The motion receives a second from Vice Chair Shekleton. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Absent
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn asks Administrator Costin to comment on and introduce ABM Building Services for their presentation. The ABM energy audit was begun prior to Administrator Costin’s arrival. They have completed a thorough review of the Courthouse Complex looking for ways to make improvements and enhance energy efficiency. The modifications should cut long-term costs for the County as well as provide environmental health benefits.

Chrissy Sheriff, ABM, begins by thanking the Board for their time and provides an overview of ABM’s program to deliver substantial impact improvements. The goal is to use the existing Courthouse Complex to turn into revenue to fund its own improvements. ABM proposes to reduce current capital exposure risk, help the community provide a more safe environment for working and living, and guarantees results. This is a 15-year partnership between ABM and Nottoway County to leverage energy savings to fund facility improvements and upgrades.

[Supervisor Roark joined the meeting at 6:36 p.m., during Ms. Sheriff’s presentation.]

Stephen Niez, ABM, speaks to financials and technical solutions. He walked inside and out of every facility. Of the 46,000 square feet of the complex, the County spent \$15,000 for water and \$63,000 for electricity in 2019 which averages to \$1.69 per square foot. Of that \$78,000, he proposes a savings of \$17,000 per year, a 22% savings. Savings in the following areas provide that figure: LED lighting; low flow/touchless faucets; air infiltration (gaps in doors/windows); window inserts (adds another barrier for single pane windows); computer monitoring of the systems; HVAC upgrades - The County has already invested in geothermal which is the most effective system with a 50-year useful life on the piping, but the heat pumps last about 18-21 years which is where the County is now. Also, the County should look at replacing the water pumps (15 year life) that bring the water from the geothermal well; domestic water heater replacements; indoor air quality improvements (specific to each building).

Supervisor Bowen inquires, with air quality being a known issue, how will the new systems address the problem. Mr. Niez provides the Board with one example where they would put in correctly sized ducts to suit the system/need and bring in outside air rather than recirculating.

Mr. Niez continues with other examples of savings: security/controlled access cards to get in the buildings (while here looking at energy savings, they included this need); electrical grounding assessment (This was an analysis provided for a long-term solution after the County's recent lightning strikes.); replace the 1996 residential split system in the Sheriff's Office. He then presents slide pictures from his several walkthroughs of the buildings.

Supervisor Roark apologizes for being late then asks if any of these improvements are eligible for the "green money" from the federal government. ABM has explored ARPA with other counties because HVAC upgrades and touchless faucets are qualifying under ARPA. The process would be that the County applies and ABM can help with noting the accounting documents.

Nathan Botwright proceeds with the financials on the energy-savings improvements. A cost has not been compiled for each improvement measure. The high level assessment of the energy and operational savings estimates a savings of \$547,000 in capital over 15 years. For any additional upgrades such as a roof or an aesthetic, savings alone will not cover those. These capital intensive projects can be funded by a capital contribution, possibly on an annual basis, or a tax-exempt municipal lease, for examples. Whether the County decides to proceed with just the noted energy-savings improvements or add in other projects, the costs and savings for each measure will be shown after the in-depth audit, which is the next step. CARES Act Funds, ARPA, can be used toward these types of projects to further offset the cost. ABM has a guarantee for 15 years; legislation allows for 20 years, but they advocate 15 years, to address the blended useful life of assets. An annual audit is required every year, and ABM must follow the International Performance Measurement Verification protocol to guarantee its savings. So if ABM's original figures were off, they must pay the difference back to the County. ABM therefore will make the improvements that will drive the savings for the next year.

Supervisor Roark inquires to the margin of error possible in the ABM-provided savings estimate. Mr. Botwright says utility escalation rates over a 10-year period average 2-3%. Operational savings can be at a higher escalation. Over the last 20 years, the CPI index has that at 4.25%, but with current inflation, it is now close to 6%. Those factors can be reflected in their models.

ABM's program improves the physical environment, provides a long-term facility solution plan for fiscal stewardship, and a long-term 3-phase guarantee. They are guaranteeing energy savings, a firm-fixed price (no change order), and long term functionality of the systems.

Mr. Botwright shows the Board a calendar of events beginning with a Concept Meeting in August, 2021. Showing as being accomplished are: Data/Document Collection, Analyze Date & Facilities, Fiscal Potential Verification, and tonight's Board Presentation. The next step shows as an Investment Grade Audit that is "to be determined".

Administrator Costin asks that Assistant Administrator Tomer present the Board with more information regarding the CARES Act and its deadline for funding. She begins by explaining that CARES funds and ARPA funds are two different sources. CARES has a tight year-end deadline, roughly six (6) weeks. ARPA funds have a 2024 obligation deadline. The County's allocation of the CARES funds is just over \$100,000. Administrator Costin seeks verification those funds could be put towards some of the mentioned improvements. Administrator Tomer confirms that it can, particularly anything touchless. Administrator Costin adds that this could possibly apply to some of the ventilation as well.

Vice Chair Shekleton asks if there is still a requirement that the project be completed or disbursed by year end. Administrator Tomer informs the Board that there has been a supply/demand problem with HVAC units, but if it was a documentable supply problem, a small component could possibly carry past the deadline.

Supervisor Roark clarifies that he was speaking of the "green new deal" and then asks if the County would need to complete an RFP or hold a public hearing, seeking confirmation that the County is able to move forward on this project given the procurement policy. Assistant Administrator Tomer says there are GSA schedules that can be purchased to fast track this. ABM adds that they are doing a lot of GSA scheduling, ABM is on that list, and it has been pre-competed for pricing, capabilities, performance, etc.

Ms. Sheriff confirms that ABM is working with Assistant Administrator Tomer to satisfy the timeline and the needs as quickly as possible, particularly immediate needs. ABM confirms they are very well-versed in the GSA process, citing several localities as examples.

Administrator Costin asks if those from the Courthouse Complex have any questions. Sheriff Jones has no questions. Ms. Watrous inquires regarding the windows, is there a safety escape component, and what ABM has in mind. Part of ABM's plans is to consider installation of a good thermal barrier with a few different options with various benefits. Supervisor Bowen adds that there are Code requirements in security versus egress. Terry Abston, Extension Agent, describes her window issues as being similar to those of Ms. Watrous.

Assistant Administrator Tomer addresses the point of making these repairs when a new building is in talks by pointing out that these current buildings will be in use for years beyond any new building and is a viable project.

Supervisor Roark asks if there is a total cost at this point. ABM has only looked at potential savings at this point; the technical audit will show costs. There will be a cost associated with the audit, but it would roll into the overall project. The technical audit determines the cost for each savings measure.

Supervisor Shekleton seeks confirmation that the \$547,000 capital potential is over a fifteen (15) year period. ABM confirms that fifteen years is correct, but it includes just the complex itself. During the next phase, ABM will add in the building across the street.

Administrator Costin mentions that at next week's regular Board meeting, he would present a proposal that the County pursue this. There are cost savings to be had right away, some grant opportunities. It is an investment up front, but the County is in a good financial state that it can take that expenditure. Supervisor Shekleton asks if the Board can know what the upfront investment will be; Administrator Costin suggests that perhaps next week he could propose a cap.

Chairman Vaughn inquires regarding the geothermal system. ABM says the piping is in good shape, but the useful life has been reached on the inside units with HVAC units or parts needing to be replaced.

Chairman Vaughn thanks ABM for the informative presentation.

Supervisor Bowen asks if this will be on next week's Agenda; Administrator Costin confirms it will.

Supervisor Roark would like to see an actual synopsis of the upfront cost for this project.

Supervisor Bowen does not want this to replace the project of having a new complex. Administrator Costin's understanding after various conversations is that the long term plan is for the Administration building be used by the Circuit Court, that the current buildings will be used for a long time.

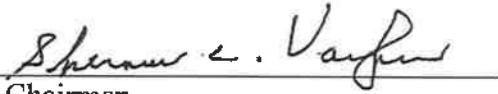
Supervisor Bowen mentions having the Registrar's office return to the center of the County. Chairman Vaughn says of his six goals, the administrative office is the only thing remaining undone.

Supervisor Bowen made a motion to adjourn. Supervisor Simmons provided the second. Following a voice vote the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

November 10, 2021

Chairman Vaughn adjourns at 7:13 PM.


Chairman


Clerk

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR
FAITH ALEJANDRO, LEGAL COUNSEL

Chairman Vaughn called the meeting to order at 7:00 p.m.

The invocation is provided by Supervisor Bowen. Chairman Vaughn leads everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn seeks Agenda approval. Supervisor Roark makes a motion to approve the Agenda. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the October 14, 2021 Local Emergency Planning Committee worksession and the October 21, 2021 regular Board meeting were presented. Supervisor Simmons moves to receive and adopt the October 14, 2021 LEPC worksession minutes and the October 21, 2021 regular Board meeting minutes as presented. The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn begins the Delegations from the Public.

Thomas T. Taylor, Jr.: Asks the status of the Bowling Alley. Assistant Administrator Tomer informs Mr. Taylor that the lease on the Nottoway Lanes expired. The County has decided to market the property and has a number of interested parties; one is not interested in opening a Bowling Alley. Supervisor Bowen states the Board's desire was that all communication filter through one person, Assistant Administrator Tomer.

Sonny Abbott: Expresses thanks Mr. Ronald E. Roark for providing a letter that covered several of his questions. He then addresses the new Animal Shelter and poses several questions regarding the size, plans, roads, parking spaces, and maintenance of the main entrance drive. He supports a new shelter but questions its being three times the size of the average home in Nottoway.

Christopher Page: Thanks many for help with the election. Zachary Baldwin ran a flawless election even with his minimal training and an election underway when he became Registrar. He thanks the State Department of Elections, Registrars from surrounding counties and also Nan Lambert, officers of elections, poll workers, early voting staff, and office staff. He thanks Fred Davenport for helping move voting machines, the Town of Blackstone and Philip Vannoorbeeck for providing a truck to haul the machines and providing a recommendation for a machine technician, Chastity Bryant.

Sarah Allen: Addresses the Confederate statue and some of the Supervisors’ decision to vote with their constituents. She believes doing what is right should not be a popularity contest citing slavery and segregation as being popular at one time.

Richard Hawkins: Speaks to the Civil War memorial saying it has stood for over 125 years, mostly unnoticed. By a margin of over two to one, Nottoway voters sent a clear mandate in the November 2nd referendum to honor the local veterans and leave the monument in place.

Chairman Vaughn closes the delegations from the public.

The Board held the following Public Hearing:

1 - Sheriff’s Office Bonuses: Assistant Administrator Tomer informs the Board that the General Assembly, through ARPA, approved a bonus of \$3,000 for each Compensation Board-funded Sheriff and Deputy Sheriff. The County has four County-funded Deputy positions that the Sheriff is requesting receive the bonus as well. Total cost to the County will be \$54,000 with all but \$12,000 reimbursed by the Compensation Board.

Chairman Vaughn calls on Sheriff Jones for his input. The Sheriff reiterates that the Compensation Board has issued the funding and that the only issue is the four that are not Compensation Board funded. Chairman Vaughn summarizes that it comes down to the \$12,000 for the four County-funded positions.

With no one to speak for or against funding, Chairman Vaughn asks for comments from the Board. Supervisor Roark states that the Sheriff’s request should be honored and that the Board should not see some with a bonus but not all. Supervisor Bowen agrees that as they all work for Nottoway County, they all deserve the bonus.

Chairman Vaughn closes the Public Hearing. Supervisor Roark moves to approve the Sheriff’s request for the funding including the \$12,000 as requested by the Sheriff. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board then holds a second Public Hearing:

2 - School Budget Adjustments (8): Assistant Administrator Tomer informs the Board that the School has eight (8) budget adjustments to the FY 2022 Budget for the school system as follows:.

1. Revenue		
Add'l Local Appropriations (FY21 Carryover)		\$580,000.00
Expense		
Salary, Fringe, Capital Improvement	\$580,000.00	
2. Revenue		
CARES Grant FY21 Carryover		\$228,301.13
Expense		
Salary, FICA, Purchased Svcs, Private School Set Aside, Tutor Drivers, Supplies	\$228,301.13	
3. Revenue		
21 st Century NMS FY21 Carryover		\$742.80
Expense		
Salary, FICA	\$742.80	
4. Revenue		

Jobs for VA Graduates Grant (JVG) - New Grant		\$30,000.00
Expense		
Salary, FICA, Purchased Services	\$30,000.00	
5. Revenue		
McKenney-Vento ARP-1 Grant - New Grant		\$30,000.00
Expense		
Salary, FICA, Purchased Svcs, Travel, Mat'ls & Supplies	\$30,000.00	
6. Revenue		
Epi-Pen Revenue -State Funds for Albuterol & Valved Holding Chambers Grant		\$309.44
Expense		
Health Materials & Supplies	\$309.44	
7. Revenue		
NMS Improvement Grant		\$74,772.62
Expense		
Salary, FICA, Purchased Svcs, Mat'ls & Supplies	\$74,772.62	
8. Revenue		
E-Rate Emergency Connectivity Fund - New Funding		\$392,574.00
Expense		
Purchased Services, Hardware	\$392,574.00	
Total Revenues & Expenditures	<u>\$1,336,699.99</u>	<u>\$1,336,699.99</u>

Chairman Vaughn asks if anyone is present to speak for these adjustments. No one comes forward, so Chairman Vaughn asks if anyone is present to speak against. Chris Page comes forward to ask if any of these funds will go towards fixing HVAC systems at any of the schools. Assistant Administrator Tomer replies that there is an upcoming budget adjustment request through ARPA funding, that the funds will be there should they choose to do so.

Chairman Vaughn closes the Public Hearing. With no discussion by the Board, Vice Chair Shekleton moves to approve the eight (8) school budget adjustments totaling \$1,336,699.99. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board hears the following presentations:

1 - Zachary Baldwin, Interim General Registrar - November 2, 2021 Election Report: Mr. Baldwin begins by thanking everyone involved with the election which, even with its unique challenges, was a very smooth election. He thanks Katy Tomer, Logan Pressley, and Administrator Costin for their help. He provides the following statistics. There were 5,433 total votes cast in this election to include 1,949 absentee, in-person and by mail.

In the Race for Governor	
Total Votes Cast	5, 416
Youngkin	3,497
McAuliffe	1,892
Blanding	24
Write-Ins	3

In the Race for Lieutenant Governor

Total Votes Cast	5,392
Sears	3,490
Ayala	1,896
Write-Ins	6

In the Race for Attorney General

Total Votes Cast	5,397
Miyares	3,444
Herring	1,947
Write-Ins	6

In the Race for the Member of the 61st District for the House of Delegates

Total Votes Cast	5,367
Wright	3,506
Berry	1,728
Paschal	129
Write-Ins	4

Referendum to Relocate the Confederate Memorial

Total	5,345
Yes	1,719
No	3,626

Supervisor Roark thanks Mr. Baldwin for what he did and how he approached the task at hand.

2 - Introduction of the New Emergency Services Coordinator: Administrator Costin notes the successful completion of this recruitment. Many people were involved in this process including the Sheriff and many first responders and town representatives, through various tasks. The successful applicant is Aubrey W. "Buddy" Hyde whose emergency services career spans 30+ years of combined volunteer and career frontline operational experience. Some of his many positions include Emergency Services Coordinator for Brunswick County for twelve years, Emergency Medical Services provider for the past four years with the Victoria Fire and Rescue, fire captain, assistant fire chief, and others. He is known in Nottoway County's first responder community.

Mr. Hyde then addresses the Board saying he is thrilled to be joining the team in Nottoway. This full-time Emergency Services Coordinator is exactly what he was seeking: a chance to take his passion for fire, EMS, emergency management and channel it into a position that can improve a locality. He relates many instances of his involvement both personally and professionally in and around Nottoway. He looks forward to working with the Board.

Chairman Vaughn presents Mr. Hyde with a pin and officially welcomes him to Nottoway.

Chairman Vaughn revisits the first presentation with Interim General Registrar Baldwin and recounts the first time they met. Chris Page had contacted Chairman Vaughn asking if the Burkeville school could be opened. After several phone calls, Chairman Vaughn had the school opened and drove up early to meet Mr. Baldwin. Chairman Vaughn says Mr. Baldwin has been a big asset to Nottoway County, particularly during the unrest in Nottoway with the Electoral Board. He thanks Mr. Baldwin.

Supervisor Bowen would like to welcome Mr. Hyde to Nottoway. With Mr. Costin's recommendation and approval from the Towns, he looks forward to the County becoming one again. Chairman Vaughn has heard good things regarding Mr. Hyde as well and is very happy to have him.

Administrator Costin informs the Board that Mr. Hyde's first day will be December 1.

Chairman Vaughn calls on Clarence Hawkes who wishes to speak of a chance meeting with Mr. Hyde. Mr. Hawkes was transporting a lawnmower on a trailer. Being as it was not tied down, it came off the trailer on Route 46. Along comes a good Samaritan to help him load the

lawnmower, provided rope to tie it down, and allowed Mr. Hawkes to return the ropes later. Mr. Hawkes commends him for being a good man.

The Board receives the following Department reports:

1 - Highway Department: Petersburg Residency/Nottoway Area Headquarters: Dianna Bryant updates the Board that the Route 618 bridge is now complete and open. Final round of mowing has begun, right of way to right of way, followed by high brush cutting to be completed mid-December. Tyler Road traffic study has been completed and sent to local and state law enforcement for their review. Once concurrence has been received, VDOT will provide recommendations for that study. VDOT has performed a lot of pipe repair and shoulders on 460 Business and several eroded areas along Nelson and Lone Pine Road. Materials for the bridge on 460 Business are still delayed, but that project will hopefully get underway in early December. Ms. Bryant has requested her administrator to submit the VDOT report earlier to meet the deadline for inclusion in the Board packet.

2 - Solid Waste: October 2021 Nottoway County Sanitary Landfill waste report; average of 79.53 tons of waste per day received.

3 - Planning Commission: The Planning Commission meeting was held Tuesday, November 16, 2021. Supervisor Bowen informs the Board that the Planning Commission would like to hold a joint worksession with the Board regarding the Solar Energy Ordinance. There were a number of Planning Commission subcommittee meetings about solar power. Administrator Costin has e-mailed the Board to suggest December 9, 2021, at 7:00 p.m. for a joint worksession with the Planning Commission and Board of Supervisors in the General District Courtroom. Chairman Vaughn asks Administrator Costin to invite the CRC to the joint worksession. Supervisor Simmons moves that the Board hold a joint worksession with the Planning Commission on December 9, 2021, at 7:00 p.m. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Building Inspection/Erosion & Sediment Control: October 2021 report; 35 permits issued for \$8,369.82 in permit fees with \$1,082,472.00 in construction value.

5 - Animal Control: October 2021 report; 135 animal control calls; 2 summons issued.

6 - Piedmont Health District: No report provided.

7 - Nottoway County Public Library: No report provided.

8 - Nottoway County School Board: minutes of the regular meeting of the Nottoway County School Board held on October 14, 2021; Proposed FY 2023 Budget Calendar. Assistant Administrator Tomer advises the Board that the School has eleven (11) budget adjustments requiring a Public Hearing.

1. Revenue		
VTSS (20/21 Carryover)		\$10,809.70
Expense		
Salary, FICA	\$10,809.70	
2. Revenue		
Special Education 611b		\$121,763.99
Expense		
Purchased Services, Transportation	\$121,763.99	
3. Revenue		
Pre-School Handicapped 619-Add'l ARP Funding		\$8,903.00

Expense		
Purchased Services, Consultant Services	\$8,903.00	
4. Revenue		
CARES ARP ESSER III Funding - New Grant		\$6,119,594.77
Expense		
Salary, Fringes	\$6,119,594.77	
5. Revenue		
CARES Grant Additional Revenue 20/21 Carryover		\$189,057.37
Expense		
Salary, FICA, Training, Maint./Custodial Private School Set Aside, Purch. Svcs, Mat'ls & Supplies, Social Emotional Screening	\$189,057.37	
6. Revenue		
21 st Century Grant - CPS 20/21 Carryover		\$79,170.63
Expense		
Salary, FICA, Purch. Svcs, Prof Develop, Mat'ls & Supplies, Tutor Drivers	\$79,170.63	
7. Revenue		
21 st Century Grant - BPS 20/21 Carryover		\$78,599.78
Expense		
Salary, FICA, Purchased Svcs, Prof Develop, Mat'ls & Supplies, Tutor Drivers	\$78,599.78	
8. Revenue		
21 st Century Grant - NIS 20/21 Carryover		\$77,921.43
Expense		
Salary, FICA, Purchased Svcs, Prof Develop, Mat'ls & Supplies, Tutor Drivers	\$77,921.43	
9. Revenue		
NMS SIG Grant 20/21 Carryover		\$20,107.98
Expense		
Salary, FICA, Purch. Svcs, Travel, Mat'ls & Supplies	\$20,107.98	
10. Revenue		
Title V Part B, Rural Ed. - 20/21 Carryover		\$11,797.83
Expense		
FICA, Health, Group Life, RHC, Purch. Svcs, Travel, Mat'ls & Supplies	\$11,797.83	
11. Revenue		
Title IV ESEA Grant 20/21 Carryover		\$47,024.60
Expense		
Purch. Svcs, Mat'ls & Supplies	\$47,024.60	
Total Revenues & Expenditures	<u>\$6,764,751.08</u>	<u>\$6,764,751.08</u>

Supervisor Simmons moves to authorize a public hearing for the December regular meeting for \$6,764,751.08 for the school system. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Bowen asks for a point of clarification on the grant money and carryovers. Assistant Administrator Tomer explains the 21st Century grant carryover funds must be appropriated in the budget in which they are being spent. The bulk (\$6,119,594.77) is ARPA ESSER funding for the school systems. Administrator Costin adds that much of this total adjustment is new grant money that was not anticipated during budget development.

9 - Social Services: Supervisor Roark mentions there is a lot of transition right now and items being addressed. He brought good news to the Board regarding a lost child. Rhonda Johnson, a Nottoway Social Services employee, was instrumental in finding that child. By working with other counties and law enforcement, she followed up on a tip, and the child was found safe. Her good work deserves recognition.

Reports, requests, and recommendations of Constitutional Officers:

1 - Jane L. Brown, Clerk: not in attendance

2 - Robert L. Jones, Sheriff: Thanks the Board for approving the County-funded deputies.

3 - Ellen F. Myatt, Treasurer: not in attendance

4 - Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 - Leanne Watrous, Commonwealth's Attorney: not in attendance

The Board revisits the following unfinished business:

1 - Animal Shelter Update: Vice Chair Shekleton informs the Board that the field work has been completed by Froehling and Robertson. The County is awaiting a written report, but there were no rock or soil issues identified that would halt the project. The phase 1 environmental report was completed by Draper Aden; no contamination issues were found on the site. A boundary survey and topographical field work were completed by Timmons, and the survey will be conveyed to the County Attorney for transfer of property. Timmons is helping answer Town of Burkeville's questions regarding water pressure demands. No sprinklers will be required at the facility. The Town of Burkeville has ordered water line pipe; sewer extension is being planned. The County Attorney has discussed deed covenants with Mr. Boswell. There is a target date of December 16, 2021, for the official donation/transfer of the property. A few road issues need to be resolved.

The CARES group has launched its Build a Better Shelter fundraising campaign with a \$500,000 goal. Over \$92,000 has already been raised. Dollars for Dogs and Cats canisters have been placed in 23 business locations. There is a thermometer sign in Crewe to track the donations. A website is expected to launch in early December.

2 - Comprehensive Plan Update: CRC November 8, 2021 Comprehensive Plan Monthly Update; Supervisor Bowen informs the Board that the Comprehensive Plan Committee met November 16, 2021, at 6:00 p.m. With CRC's expertise, the project is moving forward. There is a citizen survey on the County website to allow citizens to give opinions that would help plan the County's future.

Administrator Costin adds that there are hard copies of the survey located at the County Administration office, the Library, and other offices where people without internet can obtain it.

3 - Consideration of the Confederate War Memorial: Administrator Costin notes that there is a memo in the Board packet, the results of the referendum have been presented by Mr. Baldwin, and reminds the Board that Mr. Ronnie Roark had obtained an estimate, now fifteen months old, of \$24,000 for removing the monument. Removal, relocation, covering, or contextualizing the monument would require a public hearing and notice of the same.

Supervisor Roark reads a prepared statement with an acknowledgement that oftentimes a return to simpler times is desirable, but with politics dividing the citizenry, he would like to see togetherness. He has spoken to many citizens, and there is a desire for the Board to take a vote for the record. Therefore, Supervisor Roark motions for the Board of Supervisors of Nottoway County to accept the results of the referendum and to leave the memorial in its current location. The motion receives a second from Vice Chair Shekleton.

Chairman Vaughn states that the results of the referendum are advisory, so the Board is left to decide. Vice Chair Shekleton says she has seconded the motion, that she said she would "honor" the results of the referendum, had voted in favor of a referendum to allow everyone to have a voice, and she will not ignore those results regardless of her own feelings.

A roll call vote is called by Administrator Costin, and the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	No
L. K. Shekleton	Yes
S. C. Vaughn	No

Administrator Costin acknowledges the vote is 3-2 to accept the results of the referendum and leave the monument in its present location.

The Board considers the following new business:

1 - District 1 Housing - Florence Fuller: Assistant Administrator Tomer informs the Board that Florence Fuller has fulfilled her financial obligations to the County under the District 1 Housing program.

Supervisor Bowen makes the motion to authorize the County Attorney to prepare and file the Certification and Affidavit of Satisfaction on the Fuller property. The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

2 - Municipal Utility Relief - Town of Blackstone: Assistant Administrator Tomer notes that the Town of Blackstone has received its third round of CARES funding to be utilized for municipal utility relief. In order for them to receive it, the County must act as the fiscal agent. It is pass-through money in the amount of \$3,812.50.

Vice Chair Shekleton moves to authorize that Nottoway County act as the fiduciary agent for the Town of Blackstone Municipal Utility Relief Program funds; to include appropriation of said funds and distribution to the Town of Blackstone, and additionally authorize the County Administrator to execute the Certification Addendum. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 - Opioid Settlement: Administrator Costin updates the Board on two proposed settlement agreements between states and three pharmaceutical distributors plus one manufacturer. The settlement is opt-in, so one resolution is necessary to participate in the settlement while the second resolution is necessary to be included in the Virginia-specific settlement. The more localities opting in, the greater the amount of funds to the state and thus to the localities. The monies are expected to offset unintended expenses from the impacts of opioid abuse throughout the years.

Supervisor Bowen remarks that this has previously been before the Board, but it was put off. Nottoway is one of the few counties that has yet to make the resolution, and this has a December deadline.

For the reasons cited in the resolution approving Nottoway County's participation in the proposed settlement of opioid-related claims against the named companies, Supervisor Simmons moves adoption of the resolution and that the County Administrator be authorized to execute all documents necessary to effectuate the county's participation. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

For the reasons cited in the resolution approving Nottoway County's participation in the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding, Supervisor Simmons moves adoption of the resolution and that the County Administrator be authorized to execute all documents necessary to effectuate the county's participation. The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Consideration of Courthouse Energy Audit: Administrator Costin mentions the worksession presentation by ABM Building Solutions who performed an audit of the Courthouse Complex. ABM proposed further study and implementation of improvements that would result in significant savings over the next fifteen years, with a projected return in savings of \$17,000 in the first year. The money is available in maintenance funds carryover or through CARES funds should the Board want to move forward with ABM's proposal.

Mr. Costin spoke with Caroline County and also the Middle Peninsula Juvenile Detention Center on their experiences with ABM, and both said ABM met and surpassed expectations. Nathan Botwright of ABM is present to answer any questions.

Supervisor Roark inquires if there is any violation of procurement procedure by entering into an agreement with ABM. Assistant Administrator Tomer says ABM works with GSA-approved contracts, so there would be no procurement issues.

Vice Chair Shekleton notes that in the ABM Letter of Intent, it says the County's investment with ABM will be "significant". Is there an anticipated figure for the total project? Mr. Botwright informs the Board that the next phase of the project lines out energy conservation measures with a cost/savings for each. Then based on the Board's priorities, ABM can present a total. The obligation is to create a self-funded project from savings. The next phase audit has no up-front cost as the \$12,499 cost would roll into the overall project. To a question regarding the process of paying, Mr. Botwright says there are a couple of ways such as a tax-exempt municipal lease for payment to be made after savings are realized. Regarding "buy-down the purchase and installation cost that cannot be totally funded by energy and operational savings alone", Mr. Botwright says this speaks to the County choosing things such as windows or roofs where there would be energy savings but not enough to pay for the project. It allows the County to elect to include capital intensive improvements that need to be done anyway.

Vice Chair Shekleton addresses the \$20,000 space utilization study from April 2020 and the \$20,000 to Davenport to guide the County with capital expenditures. Is this new agreement in isolation from those? Should this all be strategically planned?

Administrator Costin says Davenport has been informed of the ABM project. As for the 2020 study, his understanding is that it uses the existing structures, and ABM would be

improving the existing structures. He asks for clarification from ABM that the \$12,499 would yield a list of recommendations for the County to choose from and if what is selected drives the cost. Mr. Botwright confirms.

Supervisor Roark asks if there is a contractual obligation. Mr. Botwright replies that if the Board decides not to implement the project after the technical audit, the County is obligated to pay the \$12, 499 fee.

Mr. Botwright indicates ABM can work in conjunction with the previous space utilization study's findings to put prices on suggestions contained therein. The Supervisors discuss various aspects of the previous studies, the needs of the Complex, and the best way to proceed.

Vice Chair Shekleton then makes a motion that the Board approve payment of a fee of \$12,499 to ABM Building Solutions for the energy engineering analysis and funding analysis to be presented approximately 120 days after the execution of the agreement. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Assistant County Administrator Tomer presents the CONSENT CALENDAR:

1 - October Expenditures - All Funds

2 - Refund - Freedom of Information Act fee - Commonwealth's Attorney - \$24.93

3 - Budget Adjustment - Circuit Court Clerk - \$21,485.50

REVENUES:

3-100-24040-0090	Library Grants - From LVA	<u>\$21,485.50</u>
	for restoration of records	<u>\$21,485.50</u>

EXPENDITURES:

4-100-21060-5804	Discretionary Fund	<u>\$21,485.50</u>
		<u>\$21,485.50</u>

4 - Request for Refund - Variance Application Fee - \$400.00: Ryan Pennell applied for a variance for land with no road frontage that was later determined to be grandfathered.

5 - Erroneous Assessment - Scott Timberland Co., LP - \$6,037.41

6 - Budget Adjustment - Sheriff - \$1,560.98

REVENUES:

3-100-18990-0050	Miscellaneous - Undefined	<u>\$1,560.98</u>
	VACORP Insurance Proceeds	<u>\$1,560.98</u>

EXPENDITURES:

4-100-31020-5408	Vehicle Supplies	<u>\$1,560.98</u>
		<u>\$1,560.98</u>

Supervisor Roark moves to approve items one through six of the Consent Calendar. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

7 - Appropriation - DMV/Animal Friendly License Plate - \$286.25: The County has been awarded \$286.25 from DMV's Animal Friendly License Plate program. A locality is obligated to use the funds for its own sterilization program or, if none exists, to distribute the funds to a private non-profit entity that does.

As the County does not have its own sterilization program, Supervisor Roark moves that the Board accept receipt of the Animal Friendly license plate program funding and authorize the distribution of it to a qualifying local non-profit sterilization program. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The following information items are presented:

1 - CRC October 2021 Items of Interest

2 - October Sales Tax Receipts

Administrator Costin provides an update. He informs the Board that the Request for Proposals for legal services has been issued with responses due November 23, 2021. None have been received to date.

He has had meetings with Operation Allies staff, VDOT staff regarding the Darvills Road roundabout project, and conversations with Mr. Gomez of Nottoway Commons who is looking at securing a hotel developer.

Administrator Costin has implemented new processes for zoning matters. This includes revamping existing internal forms as well as holding pre-application consultations for better management of requests. Other agencies are required by State law to review certain applications. Applications will now be required to be submitted one month prior to its first public hearing which allows notice to be given at one Planning Commission meeting of what will be on the next agenda.

He has reviewed the current budget process which has allowed the creation of a proposed Budget Calendar for FY 2023. This timeline allows for the budget process to be completed well in advance of the July 1 deadline.

Administrator Costin suggests inviting Delegate Wright and Senator Ruff to the December regular meeting to discuss issues coming up during the next General Assembly session.

Asbestos has been removed from the Pulley house and barn. The HVAC system and propane tanks have been removed in preparation for the demolition. This is the site that has been identified for the construction of the new office complex.

Administrator Costin wishes to recognize Dean Lewis, Building Official, for using his personal vehicle for County business since the County vehicle has needed repairs for some time but parts have been unavailable. With the delay in repairs, the idea is to procure a new truck for the Building Official's immediate need and later provide the repaired vehicle to the new Emergency Services Coordinator. While Mr. Lewis was compensated at the federal mileage rate, his was an extra effort to conduct County business.

Supervisor Bowen moves to go into closed session according to Virginia Code §2.2-3711(A)(1) Assignment and performance of specific county employees, specifically relating to personnel and human resources matters now pending in multiple departments, including, but perhaps not limited to, Maintenance, Planning/Economic Development, County Administration, and Landfill. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board enters Closed Session at 8:42 p.m.. The Board reconvenes at 9:32 p.m.

Supervisor Roark moves that each member of the Nottoway County Board of Supervisors certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Nottoway County Board of Supervisors, and (iii) no action was taken in the closed meeting regarding the items discussed.

The motion receives a second from Vice Chair Shekleton. A roll call vote proceeds as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Comments from members of the Board:

Chairman Vaughn wishes everyone a Happy Thanksgiving.

Supervisor Simmons enjoyed the VACo Conference; there were good sessions where all could learn. Happy Thanksgiving to everyone.

Supervisor Roark, too, learned much at the VACo Conference and enjoyed the opportunity.

Vice Chair Shekleton appreciates the opportunity to attend the VACo Conference. It was a great networking opportunity to see what other counties are doing. She attended good breakout sessions and appreciated that a recurring theme was what was being accomplished through intelligent, civil conversations.

Supervisor Bowen also enjoyed the conversations regarding civility in turbulent times. He appreciates Chris Page coming tonight thanking people as thankfulness is becoming rare. He thanks the staff for the hard work this year with so much transition and wishes them well.

There being no further business to come before the Board, Supervisor Roark makes a motion to adjourn the meeting. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn adjourns the meeting at 9:36 P.M.


Chairman


Clerk

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR

A RESOLUTION OF THE NOTTOWAY COUNTY BOARD OF SUPERVISORS
APPROVING OF THE COUNTY'S PARTICIPATION IN THE VIRGINIA OPIOID
ABATEMENT FUND AND SETTLEMENT ALLOCATION MEMORANDUM OF
UNDERSTANDING ("MOU") AND DIRECTING THE COUNTY ADMINISTRATOR TO
EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE COUNTY'S
PARTICIPATION IN THE MOU

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its cities and counties by adversely impacting, amongst other things, the delivery of emergency medical, law enforcement, criminal justice, mental health, and substance abuse services, and other services; and

WHEREAS, the Commonwealth of Virginia and its cities and counties have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of Virginia; and

WHEREAS, in order to advance their common interests, Virginia local governments and the Commonwealth of Virginia, through counsel, have extensively negotiated the terms of a memorandum of understanding relating to the allocation and use of litigation recoveries relating to the opioid epidemic;

NOW THEREFORE BE IT RESOLVED that the Nottoway County Board of Supervisors, this 18th day of November 2021, hereby authorizes and approves of the Virginia Abatement Fund and Settlement Allocation Memorandum of Understanding ("MOU") attached hereto and incorporated by reference as Exhibit "A" and directs the County Administrator to execute the MOU.

Approved this 18th day of November 2021.


Sherman C. Vaughn, Chairman

Attest:


Clerk, Nottoway County Board of Supervisors

AT THE REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 18TH DAY OF NOVEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIRMAN
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR

A RESOLUTION OF THE NOTTOWAY COUNTY BOARD OF SUPERVISORS APPROVING OF THE COUNTY'S PARTICIPATION IN THE PROPOSED SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST MCKESSON, CARDINAL HEALTH, AMERISOURCEBERGEN, JANSSEN, AND THEIR RELATED CORPORATE ENTITIES, AND DIRECTING THE COUNTY ATTORNEY TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE COUNTY'S PARTICIPATION IN THE SETTLEMENTS

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its cities and counties by adversely impacting, amongst other things, the delivery of emergency medical, law enforcement, criminal justice, mental health, and substance abuse services, and other services; and

WHEREAS, the Commonwealth of Virginia and its cities and counties have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of Virginia; and

WHEREAS, settlement proposals have been negotiated that will cause McKesson, Cardinal Health, AmerisourceBergen, and Janssen to pay up to \$26 billion nationwide to resolve opioid-related claims against them;

NOW THEREFORE BE IT RESOLVED that the Nottoway County Board of Supervisors this 18th day of November, 2021, approves of the County's participation in the proposed settlement of opioid-related claims against McKesson, Cardinal Health, AmerisourceBergen, Janssen, and their related corporate entities, and directs the County Attorney to execute the documents necessary to effectuate the County's participation in the settlements, including the required release of claims against settling entities.

Approved this 18th day of November 2021.


Sherman C. Vaughn, Chairman

Attest:


Clerk, Nottoway County Board of Supervisors

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			OCTOBER 29, 2021
BALANCE SEPTEMBER 30, 2021			\$ 17,079,081.55
CURRENT LEVY		1,279,598.53	
DELINQUENT LEVY		37,951.07	
LAND REDEMPTION		47.86	
PENALTIES		3,568.55	
INTEREST ON DELINQUENT TAXES		5,730.77	
VEHICLE LICENSE FEES		36,082.00	
RECORDATION TAXES		13,699.12	
BUSINESS/PROFESSIONAL LICENSES		86.55	
CREDIT CARD USE FEES		1,914.05	
DOG TAG SALES		30.00	
DOG PICKUP FEES		30.00	
DOG ADOPTION FEES		30.00	
DOG BOARDING FEES		20.00	
DONATIONS TO ANIMAL CONTROL		273.63	
HOTEL/MOTEL LODGING TAX		84.34	
LAND USE FEES		61.71	
TRANSFER FEE		51.30	
BUILDING PERMITS		4,578.21	
CONCEALED WEAPONS PERMIT		522.50	
DMV RELEASE FEES		2,168.13	
SEPTIC TANK PERMITS		30.00	
EROSION & SEDIMENT CONTROL		375.00	
SALE OF MAPS, PUBLICATIONS, ETC		50.00	
TURKEY SHOOT PERMIT		20.00	
CONDITIONAL USE PERMIT		300.00	
LAW LIBRARY FEES		112.50	
COURT FINES & FORFEITURES		353.40	
COSTS OF COURT FEES		359.33	
COURTHOUSE SECURITY FEE		1,466.59	
JAIL ADMISSION FEE		172.50	
COMMONWEALTH'S ATTORNEY		65.85	
INTEREST ON BANK DEPOSITS		2,189.73	
RENT-GENERAL PROPERTY		1,602.50	
RENT/MAINTENANCE SOCIAL SERVICES		5,243.21	
RENT-PICKETT PROPERTY		15,988.10	
RENT--PICKETT PARK LODGE		18,399.30	
RENT-PICKETT OFFICERS CLUB		1,918.64	
SBI RENT		951.54	
ZONING ADVERTISING FEES		400.00	
ZONING & SUBDIVISION FEES		450.00	
FORFEITED ASSETS--SHERIFF		480.00	
RECOVERD ADVERTISING COSTS ON DEL. TAXES		1,222.01	
MISCELLANEOUS UNDEFINED		12,677.74	
REFUNDS & RECOVERIES/WELFARE		5.00	
DNA FEE		12.92	
MOPED ATV SALES TAX		178.29	
LIBRARY GRANTS		19,412.75	
MISCELLANEOUS LIBRARY		344.45	
GRANTOR'S TAX		3,314.55	
LOCAL SALES TAX		111,775.97	
VJCCCS GRANT		4,850.00	
REIMB: COMMONWEALTH ATTORNEY		19,894.44	
REIMB: SHERIFF		73,534.09	
REIMB: COMMISSIONER OF REVENUE		7,660.37	
REIMB: TREASURER		7,512.85	
REIMB: CLERK		18,649.87	
PUBLIC ASSISTANCE GRANTS		117,547.28	
COMPREHENSIVE AT-RISK		47,810.23	
ADD BACK VOID CHECKS		7,566.42	
			1,891,425.74
			\$18,970,507.29
DISBURSEMENTS:			
WARRANTS/CHECKS		1,138,661.73	
			\$1,138,661.73
BALANCE OCTOBER 29, 2021			\$17,831,845.56
E911 SURCHARGE		\$288,732.42	

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

INVESTMENT REPORT		OCTOBER 29, 2021	
BALANCE SEPTEMBER 30, 2021			\$14,927,108.83
MONEY MARKET ACCOUNT			\$8,536,023.28
CITIZENS BANK & TRUST		\$8,536,023.28	
CERTIFICATES OF DEPOSIT			
CITIZENS BANK & TRUST	6/14/2022	3,500,000.00	
CITIZENS BANK & TRUST	9/13/2022	1,293,633.88	
CITIZENS BANK & TRUST	1/10/2022	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	<u>100,000.00</u>	<u>\$6,393,633.88</u>
BALANCE OCTOBER 29, 2021		\$14,929,657.16	\$14,929,657.16

OFFICE OF THE TREASURER
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NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

LANDFILL FUND REPORT:

OCTOBER 29, 2021

BALANCE SEPTEMBER 30, 2021

-\$455,750.66

RECEIPTS:

COMMUNICATIONS TAX
UTILITY TAX
USE OF LANDFILL

\$15,592.27
\$11,289.70
\$36,354.31

\$63,236.28
-\$392,514.38

DISBURSEMENTS:

WARRANTS/CHECKS

\$83,397.94

\$83,397.94

BALANCE OCTOBER 29, 2021

-\$475,912.32

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MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

OCTOBER 29, 2021

TOWN OF BLACKSTONE	\$ 17,242.95
TOWN OF CREWE	\$ 13,286.03
TOWN OF BURKEVILLE	\$ 2,108.44
GENERAL FUND	<u>\$111,775.97</u>
	\$144,413.39

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
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MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

OCTOBER 29, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2022	\$5,228,188.29	
BALANCE OCTOBER 29, 2021			\$5,228,188.29

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

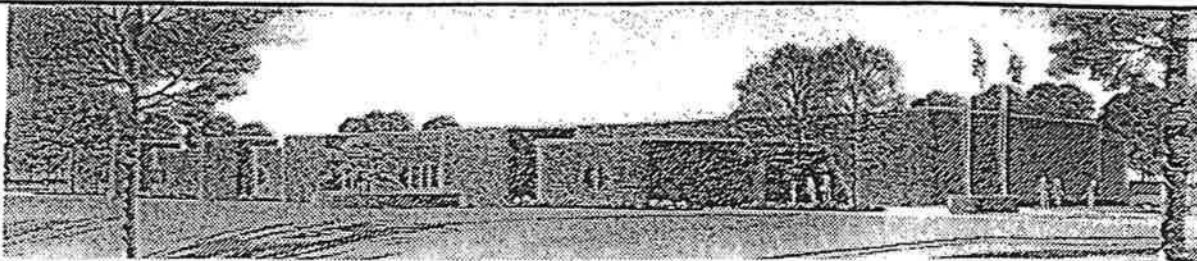
TELEPHONE (434) 645-9318

SCHOOL FUND REPORT	OCTOBER 29, 2021
BALANCE SEPTEMBER 30, 2021	\$877,137.58
RECEIPTS:	
CASH RECEIVED	\$1,609,089.84
	<u>\$1,609,089.84</u>
	\$2,486,227.42
DISBURSEMENTS:	
OPERATING EXPENSES	\$857,822.85
PAYROLL/ACH DEBIT	\$1,451,533.19
	<u>\$2,309,356.04</u>
BALANCE OCTOBER 29, 2021	\$176,871.38

CAFETERIA FUND REPORT:	OCTOBER 29, 2021
BALANCE SEPTEMBER 30, 2021	\$239,624.30
RECEIPTS:	
CASH RECEIVED	\$10,497.92
ADD VOID CHECKS	\$2,478.95
	<u>\$12,976.87</u>
	\$252,601.17
DISBURSEMENTS:	
OPERATING EXPENSE	\$54,956.15
PAYROLL/ACH DEBIT	\$40,049.63
	<u>\$95,005.78</u>
BALANCE OCTOBER 29, 2021	\$157,595.39

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

OCTOBER 29, 2021

BALANCE ON SEPTEMBER 30, 2021

\$1,002,169.76

RECEIPTS:

DEPOSITS

7,254.54

INTEREST

24.43

ADD VOID CHECK

532.00

7,810.97

\$1,009,980.73

DISBURSEMENTS:

DEBIT MEMOS

16,439.64

ACH PAYROLL

25,360.69

WARRANTS/CHECKS

20,245.08

SERVICE CHARGES

38.65

62,084.06

BALANCE OCTOBER 29, 2021

\$947,896.67

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27

December 16, 2021

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF NOTTOWAY COUNTY, VIRGINIA, HELD AT THE COURTHOUSE THEREOF, ON THURSDAY, THE 16TH DAY OF DECEMBER IN THE YEAR OF OUR LORD TWO THOUSAND TWENTY-ONE AND IN THE 246TH YEAR OF THE COMMONWEALTH:

PRESENT: SHERMAN C. VAUGHN, CHAIRMAN
LYNN K. SHEKLETON, VICE CHAIR
STEVE W. BOWEN
JOHN A. ROARK
HELEN M. SIMMONS
P. S. T. (TED) COSTIN, COUNTY ADMINISTRATOR
KATY J. TOMER, ASSISTANT COUNTY ADMINISTRATOR

Chairman Vaughn called the meeting to order at 7:00 p.m.

The invocation is provided by Supervisor Bowen. Chairman Vaughn leads everyone in the Pledge of Allegiance to our flag.

Chairman Vaughn seeks Agenda approval. Administrator Costin alerts the Board to a third item to add under Closed Session which was not on the Agenda included in the Board Packet last week. Supervisor Roark would like to add a comment during the Department Report from Social Services. Supervisor Simmons moves to approve the Agenda with these two additions. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The minutes of the November 10, 2021 work session and the November 18, 2021 regular Board meeting were presented. Supervisor Roark moves to receive and adopt the minutes from the November 10, 2021 work session and the November 18, 2021 regular Board meeting as presented. The motion receives a second from Vice Chair Shekleton. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn begins the Delegations from the Public.

Sonny Abbott: Thanks the Board for listening to his comments and appreciates living where he has opportunity to speak to the Board. He hopes to receive responses to his questions in the future. He wishes peace and understanding to each as well as a Merry Christmas.

Clarence R. Hawkes, Jr.: Thanks Supervisor Simmons and Chairman Vaughn for their commitment to voting to remove the Confederate monument from the Courthouse. Their vote was an attempt to move this County away from racial divisiveness. Best wishes and safety during the holidays.

Chairman Vaughn closes the delegations from the public.

The Board conducts the following Public Hearing:

1 - School Budget Adjustments (11): Assistant Administrator Tomer informs the Board that the School has eleven (11) budget adjustments to the FY 2022 Budget for the school system as follows:

1. Revenue	
VTSS (20/21 Carryover)	\$10,809.70

	Expense		
	Salary, FICA	\$10,809.70	
2.	Revenue		
	Special Education 611b		\$121,763.99
	Expense		
	Purchased Services, Transportation	\$121,763.99	
3.	Revenue		
	Pre-School Handicapped 619-Add'l ARP Funding		\$8,903.00
	Expense		
	Purchased Services, Consultant Services	\$8,903.00	
4.	Revenue		
	CARES ARP ESSER III Funding - New Grant		\$6,119,594.77
	Expense		
	Salary, Fringes	\$6,119,594.77	
5.	Revenue		
	CARES Grant Additional Revenue 20/21 Carryover		\$189,057.37
	Expense		
	Salary, FICA, Training, Maint./Custodial Private School Set Aside, Purch. Svcs, Mat'ls & Supplies, Social Emotional Screening	\$189,057.37	
6.	Revenue		
	21 st Century Grant - CPS 20/21 Carryover		\$79,170.63
	Expense		
	Salary, FICA, Purch. Svcs, Prof Develop, Mat'ls & Supplies, Tutor Drivers	\$79,170.63	
7.	Revenue		
	21 st Century Grant - BPS 20/21 Carryover		\$78,599.78
	Expense		
	Salary, FICA, Purchased Svcs, Prof Develop, Mat'ls & Supplies, Tutor Drivers	\$78,599.78	
8.	Revenue		
	21 st Century Grant - NIS 20/21 Carryover		\$77,921.43
	Expense		
	Salary, FICA, Purchased Svcs, Prof Develop, Mat'ls & Supplies, Tutor Drivers	\$77,921.43	
9.	Revenue		
	NMS SIG Grant 20/21 Carryover		\$20,107.98
	Expense		
	Salary, FICA, Purch. Svcs, Travel, Mat'ls & Supplies	\$20,107.98	
10.	Revenue		
	Title V Part B, Rural Ed. - 20/21 Carryover		\$11,797.83
	Expense		
	FICA, Health, Group Life, RHC, Purch. Svcs, Travel, Mat'ls & Supplies	\$11,797.83	

11. Revenue

Title IV ESEA Grant 20/21 Carryover

\$47,024.60

Expense

Purch. Svcs, Mat'ls & Supplies

\$47,024.60

Total Revenues & Expenditures

\$6,764,751.08\$6,764,751.08

Chairman Vaughn asks if anyone is present to speak for these adjustments. No one comes forward, so Chairman Vaughn asks if anyone is present to speak against. Sonny Abbott comes forward to acknowledge that while he respects what Ms. Martin does for the schools with grants, all of this is not grant money. Will new teachers be hired? If someone's salary is to be paid with these adjustments, will it be replacing the money already approved by the Board of Supervisors. Mr. Abbott asks that as the Board enters Budget negotiations that it remember this \$6.7 million with a portion covering salary, FICA, etc.

Chairman Vaughn closes the Public Hearing. Supervisor Bowen says that Mr. Abbott is making good points and adds that during Budget season, because it is a large sum, the Board needs a work session to completely understand the school's decision-making. Supervisor Simmons agrees. Supervisor Roark agrees that a huge portion is already paid out; how do you double pay without adding it to someone's salary? He asks what is the give-back to the County. Supervisor Bowen suggests the Board may not understand what the School is experiencing with recruitment and retention.

Vice Chair Shekleton moves to approve the eleven School budget adjustments totaling \$6,764,751.08. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Assistant Administrator Tomer adds that Dr. Grimes had planned to attend this evening but has a sick family member that prevented her attendance. Ms. Martin, Dr. Grimes, and the finance director have all extended the offer to come and explain their grant process and how it works from year to year if it would be beneficial for the Board. A consensus of the Board agrees that it would be of benefit. Chairman Vaughn asks that they attend the next Board of Supervisors meeting. Administrator Costin suggests a separate work session early on dedicated to school issues. Supervisor Bowen agrees that is a good idea rather than waiting so close to Budget time.

The Board hears the following presentations:

1 – General Assembly 2022 - Cindy Hosmer, Legislative Director for Senator Frank Ruff: Administrator Costin extended an invitation to Delegate Wright and Senator Ruff to present prior to the upcoming General Assembly session. Unfortunately, the Governor scheduled a meeting with the Budget Committee, so both representatives have extended their regrets. However, Cindy Hosmer is here on behalf of Senator Ruff. She thanks the Board for the opportunity and acknowledges the importance of knowing the locality's needs and how legislation impacts it. She then reads a statement prepared by Senator Ruff for the Board that speaks to the overall atmosphere of the upcoming session as well as state redistricting which is expected to be completed soon. After speaking to several topics, Ms. Hosmer informs the Board that Senator Ruff has an open-door policy and welcomes input from his constituents as well as visits during the General Assembly session. Administrator Costin says the Board typically makes a visit during the Virginia Association of County's Legislative Day in early February. Chairman Vaughn adds that the Board visits Senator Ruff and Delegate Wright on that day. Supervisor Bowen mentions that Piedmont Geriatric Hospital is seeking status as a historical site and, for all the work that Senator Ruff and Delegate Wright have done over the years to keep that facility open, would like the representatives to attend the ceremony.

2 – Rodney Reynolds, General Registrar: Chris Page, on behalf of the Electoral Board, welcomes the new Registrar Rodney Reynolds. Mr. Reynolds thanks the Board for the

opportunity to introduce himself. He acknowledges that a Higher Power has guided him in his career to date and is what has brought him back home after being away for three decades. His intent is to serve Nottoway citizens with the skills and abilities he has been blessed with.

Chairman Vaughn presents Mr. Reynolds with a pin and officially welcomes him to Nottoway.

The Board receives the following Department reports:

1 - Highway Department: Petersburg Residency/Nottoway Area Headquarters: Virginia Department of Transportation Nottoway Area Headquarters maintenance report for December 2021; Dianna Bryant could not attend.

2 - Solid Waste: November 2021 Nottoway County Sanitary Landfill waste report; average of 101.59 tons of waste per day received.

3 - Planning Commission: The Planning Commission meeting was held Tuesday, December 14, 2021. There was no quorum, but there was a good discussion regarding the Solar Ordinance. Both Mr. Anzivino and Mr. Costin believe the proposed Ordinance can be ready for advertisement for January. He has had discussions with a few who are concerned with erosion. Solar is a chance for revenue, but we owe it to our grandchildren to leave the world better than we found it. It is now time to hear from the public. Supervisor Roark mentions there being no presentation to the Board regarding Revenue Sharing. Administrator Costin says that could be part of the Public Hearing or, to schedule a separate work session just for that, it would likely push the Board into February or March given other upcoming work sessions. Supervisor Roark finds it difficult to ask the public to give input on a topic the Board has yet to receive. Vice Chair Shekleton agrees and asks if there will be further amendments to the proposed Ordinance they reviewed at the work session. Administrator Costin says revisions were made after the joint work session and that what was presented was an amendment to the Zoning Ordinance. Supervisor Bowen asks if the Planning Commission has a Public Hearing in January, would the Board need to also hear it in January. Administrator Costin says the Planning Commission can take up to 60 days to make a recommendation; the Board then has a year to consider an amendment. Supervisor Roark has concerns over runoff. Supervisor Bowen wants to see this done right.

Supervisor Bowen makes a motion for a Zoning Ordinance amendment addressing solar facilities for a public hearing by the Planning Commission in January. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 - Building Inspection/Erosion & Sediment Control: November 2021 report; 37 permits issued for \$5,312.80 in permit fees with \$423,277.94 in construction value.

5 - Animal Control: November 2021 report; 80 animal control calls; 0 summons issued, 1 conviction.

6 - Piedmont Health District: No report provided.

7 - Nottoway County Public Library Board of Trustees meeting report; minutes of the meeting held on November 17, 2021; November 2021 Director's Report.

8 - Nottoway County School Board: No report provided. Assistant Administrator Tomer has nothing to add.

9 - Social Services: Supervisor Roark informs the Board of an accountability tool being used by Social Services called a Dashboard. It allows the immediate director to oversee its departments to check progress in percentiles. Currently, Nottoway County closed before due date on Child Protective Services referrals. He believes the improvements will continue.

10 – Emergency Management: Emergency Services Coordinator’s Report for December 1st through 16th. Included is information regarding the institution of a burn ban and also work on the public safety communications system with the Sheriff.

Reports, requests, and recommendations of Constitutional Officers:

1 - Jane L. Brown, Clerk: not in attendance

2 - Robert L. Jones, Sheriff: Nothing to report at this time.

3 - Ellen F. Myatt, Treasurer: not in attendance

4 - Christy A. Hudson, Commissioner of the Revenue: not in attendance

5 - Leanne Watrous, Commonwealth's Attorney: Chairman Vaughn praises the beautiful program held Monday to swear in Chance as the new Courthouse Facility Dog. Supervisors express their regrets at being unable to attend. Ms. Watrous thanks the County Administrator’s Office and Chairman Vaughn for attending and representing the Board and the County at the ceremony for Rita Flippen and Chance, Victim Witness Therapy Dog, who were sworn in and are now official. She then updates the Board on the new hire of a part-time Assistant Commonwealth’s Attorney. She is still looking for a full-time Assistant Commonwealth’s Attorney.

The Board revisits the following unfinished business:

1 - Animal Shelter Update: Vice Chair Shekleton informs the Board that since the November Board meeting, the CARES Committee has received additional donations totaling over \$5,000, bringing total donations to over \$97,000. Dollars for Dogs and Cats donation containers are at over 30 locations throughout the County. The Committee expresses its appreciation for its initial community support. Vice Chair Shekleton praises the people on the Committee for caring about animals and Nottoway County, giving significant contributions of time, money, and real estate. They have done all quietly and without seeking individual recognition.

At the November Board meeting, Sonny Abbott posed a number of questions regarding the animal shelter. Vice Chair Shekleton reads responses developed by Mr. Anzivino.

Chairman Vaughn takes a moment to express appreciation of the people of the CARES Committee, recognizing their time and effort on this project.

2 - Comprehensive Plan Update: CRC December 6, 2021 Comprehensive Plan Monthly Update; Supervisor Bowen informs the Board the citizen survey data has been compiled into a report and will be used moving forward on the Plan.

The Board considers the following new business:

1 – Ordinance – Declaration of Burn Ban – December 3, 2021: Buddy Hyde, Emergency Services Coordinator, presents, for the Board’s consideration, a drafted ordinance imposing a declaration of local emergency and temporary emergency ban on open fire burning in Nottoway County effective December 3, 2021.

Supervisor Simmons moves to ratify the Ordinance to be effective December 3, 2021. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Administrator Costin informs the Board that the burn ban is still in effect.

2 – Election Grant: Administrator Costin addresses a cyber security grant that was begun but laid aside. Administrator Costin learned of this grant opportunity and approached Virginia Department of Emergency Management, the state grant’s administrator, which advised that the time is passing quickly but extended the deadline for the County’s benefit. The new Registrar has since received all the grant information and is supportive of moving forward. There should be a very clear understanding that the Electoral Board and its staff are responsible for the programmatic management of the grant; County staff’s role is solely financial.

Supervisor Roark moves the County accept the cybersecurity grant in the amount of \$83,717 for programmatic management by the Electoral Board and its staff with regular financial reporting to the county staff. The motion receives a second from Supervisor Simmons.

Chairman Vaughn seeks clarification from Chris Page that the Electoral Board is the one to complete the work. Mr. Page confirms that the Electoral Board will oversee it, but the Registrar will handle the day-to-day management of the grant.

Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

3 – Appointment to Nottoway County Library Board: Supervisor Roark has received a resignation letter from Amy Cliborne. With the Library Board’s support, he makes a motion to appoint Becky Sones of Rock Castle Avenue, Crewe. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

4 – Renaming of Fort Pickett: The Defense Department’s Naming Commission is accepting suggestions for renaming Fort Pickett. Chairman Vaughn suggests the name Fort Nottoway.

Vice Chair Shekleton, in checking the Commission’s website, noticed a message saying the recommendation gathering period was concluded on December 1. Chairman Vaughn informs the Board that the Commission does have the name Fort Nottoway. Administrator Costin suggests that if the Commission already has the name, the TAG informed him that it would not be too late to formally endorse that suggestion.

Supervisor Roark makes a motion to ratify the endorsement of “Fort Nottoway” by the Board of Supervisors. The motion receives a second from Vice Chair Shekleton.

The motion receives a second from Supervisor. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Assistant County Administrator Tomer presents the CONSENT CALENDAR:

1 - November Expenditures - All Funds

2 – Erroneous Assessment – Mr. Dominic C. Biondo - \$271.56

3 – Erroneous Assessment – CoreLogic - \$391.15

4 – Erroneous Assessment – Mr. Lynwood Meadows - \$138.24

5 – Budget Adjustment – Animal Control - \$2,500.00: Second of four disbursements from the Virginia Federation of Humane Societies

6 – Budget Adjustment – Litter Control - \$1,981.00: Non-competitive litter prevention and recycling grant in the amount of \$7,981 with \$6,000 already budgeted. The appropriation of the \$1,981 is being considered.

7 – Budget Adjustment – Commonwealth’s Attorney - \$493.34: Training reimbursement

8 – Law Office of David Moss, PLLC (Court Appointed Attorney Fees – Virginia Code 19.2-163) - \$158.00: Pursuant to Virginia Code 19.2-163

9 – Surplus Property Donation – Nottoway County Library: Donation of old computers to Tech for Troops

10 – Animal Friendly Plate Fund - \$2,791.00: Total of funds Nottoway received from 2005-2019 that were directed into the General Fund for Animal Shelter operations but will now be passed on to the Southside SPCA for their spay and neuter program.

11 – Opioid Settlement Resolution: The County Attorney has advised, this being ongoing litigation, the Board be made aware of an additional resolution Administrator Costin will need to execute.

Supervisor Roark seeks confirmation that the County will now be fully in line with all funds from 2005-2021. Administrator Costin confirms. Supervisor Roark appreciates the diligence in catching and correcting this issue.

Supervisor Simmons moves for the Board to approve the items on the Consent Calendar. The motion receives a second from Supervisor Roark. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The following information items are presented:

1 - CRC November 2021 Items of Interest

2 – Sales Tax Receipts

3 – Nottoway County Emergency Squad, Inc. 2021 YTD Incident Report

Administrator Costin provides an update. He has responded to an inquiry by the Piedmont Regional Jail staff regarding reimbursement for inmates residing at VCBR.

A citizen recently reported to the Board of her neighboring property on Bible Way Road, Crewe that is being used as a dumping ground. The property owner is out of the country but has contacted staff and is willing to clean his property. Administrator Costin is working to provide the owner a list of contractors, without recommendation, to fence and clean the property.

Administrator Costin and Supervisor Roark have been involved with a Social Services issue with Welcome Allies. The total number of refugees is declining and currently at 4,700.

There was a resignation from one of the Solid Waste staff but the County has recruited internally, which is allowed in the Personnel Policy, and has retained Justin Mims, previously a part-time Convenience Center attendant, now a full-time equipment operator.

Administrator Costin has spent time onboarding Buddy Hyde who has been busy with his new responsibilities including the recently imposed open burn ban.

Administrator Costin thanks the Board for three days away last week to complete the FEMA Basic Academy. Others have been in training also. Grace Seymour completed the Basic Animal Control Certification. Susan Tucker completed several continuing education classes to maintain her Building Permit Technician status.

He had the opportunity to attend and enjoyed Chance's swearing-in ceremony. Having been in some very stressful situations, he can attest that a visit with a therapy dog means a lot.

The County has hired a Planning and Economic Director, Gregg Zody, who will begin February 1, 2022. He is a native of Blacksburg and has held similar titles and positions in Orange and Bedford. When he was insistent that he reside in Nottoway County, Susan Tucker and Logan Presley worked diligently to find a place for him that would also accept his two dogs.

Administrator Costin recommends that at 7:00 p.m. on Monday, January 3, 2022, in the General District Courtroom, the Board hold its annual organizational meeting and also review the ongoing projects list, to identify priority projects in consideration of budget guidance. He also recommends a Board work session at 7:00 p.m. on January 13, 2022, in the Virginia Department of Health Conference Room to accommodate a technological interface with the CRC. The work session would be for the Board to establish itself as the Redistricting Committee for Nottoway County. He recommends that ex officio members be named to include a representative of the local Democratic Party, a representative of the local Republican Party, a representative of the NAACP, the Registrar, the County Attorney, County staff, and the CRC staff supporting. Mr. Hyde is turning that room into a functional EOC which will have monitors that will allow for a livestream Zoom meeting. Interested citizens could also join via Zoom.

Vice Chair Shekleton makes a motion to go into closed session pursuant to Virginia Code § 2.2-3711(A)(29) Discussion of the award of a public contract involving the expenditure of public funds, for legal counsel, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and pursuant to

Virginia Code § 2.2-3711(A)(3) Discussion or consideration of the acquisition of real property for a public purpose, an animal shelter, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and pursuant to

Virginia Code § 2.2-3711(A)(7) & (8) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable employment and zoning and subdivision litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

The Board enters Closed Session at 8:26 p.m. The Board reconvenes at 9:18 p.m.

Supervisor Roark moves that WHEREAS, the Nottoway County Board of Supervisors has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, §2.1-344.1 of the Code of Virginia requires a certification by this Board of Supervisors that such executive meeting was conducted in conformity with Virginia Law;

NOW, THEREFORE, BE IT RESOLVED that the Nottoway County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive meeting were heard, discussed, or considered by the Board of Supervisors, and (iii) no action was taken in the executive meeting regarding the items discussed.

The motion receives a second from Supervisor Simmons. Administrator Costin proceeds with a roll call vote as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Supervisor Simmons reads the Resolution to Employ Legal Counsel. She then moves that said Resolution to Employ Legal Counsel be accepted. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Vice Chair Shekleton reads the County of Nottoway Resolution to Approve Acquisition of Real Property. She then moves that said Resolution to Approve Acquisition of Real Property be adopted. The motion receives a second from Supervisor Bowen. Following a voice vote, the motion carries as follows:

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Comments from members of the Board:

Supervisor Bowen says this has been a tough year with the Ice Storm where Chairman Vaughn was often present in the EOC, the statue dividing the County, the hiring of a new County Administrator that included hard discussion but with an achieved goal of a 5-0 vote, and it has been an honor to serve with him.

Vice Chair Shekleton agrees that it has been an honor, and she appreciates all Chairman Vaughn has done.

Supervisor Roark agrees and comments that, while rewarding, it is a very delicate and sometimes thankless job. Chairman Vaughn has offered wisdom, and he is appreciated.

Supervisor Simmons thanks Chairman Vaughn for leading the Board through tough times.

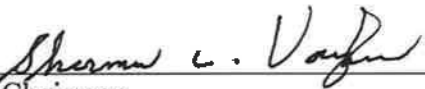
Chairman Vaughn thanks the Board for allowing him to be Chairman and sticking by him through the tough times. He started out with several goals: civility being one. He met all but two goals: the County did not move the Registrar's Office back to the Courthouse and did not accomplish much on the new Administration building. For the last 30 years, he has been involved in most of the County buildings and wanted to accomplish more on the new building; he then expresses confidence in Vice Chair Shekleton in seeing that project through.

There being no further business to come before the Board, Supervisor Bowen makes a motion to adjourn the meeting. The motion receives a second from Supervisor Simmons. Following a voice vote, the motion carries as follows:

December 16, 2021

S. W. Bowen	Yes
J. A. Roark	Yes
H. M. Simmons	Yes
L. K. Shekleton	Yes
S. C. Vaughn	Yes

Chairman Vaughn adjourns the meeting at 9:30 P.M.


Chairman


Clerk

NOTTOWAY COUNTY
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER			NOVEMBER 30, 2021
BALANCE OCTOBER 29, 2021			\$ 17,831,845.56
CURRENT LEVY		3,186,851.10	
DELINQUENT LEVY		21,216.79	
PENALTIES		2,002.56	
INTEREST ON DELINQUENT TAXES		2,961.64	
VEHICLE LICENSE FEES		58,962.91	
RECORDATION TAXES		13,867.38	
BUSINESS/PROFESSIONAL LICENSES		1,524.29	
CREDIT CARD USE FEES		1,948.34	
DOG TAG SALES		390.00	
DOG PICKUP FEES		15.00	
ANIMAL CONTROL GRANT		2,500.00	
HOTEL/MOTEL LODGING TAX		1,313.98	
LAND USE FEES		53.58	
TRANSFER FEE		58.50	
BUILDING PERMITS		6,747.57	
CONCEALED WEAPONS PERMIT		380.00	
DMV RELEASE FEES		1,525.00	
SEPTIC TANK PERMITS		120.00	
RESIDENTIAL EROSION & SEDIMENT		75.00	
LAW LIBRARY FEES		134.60	
COURT FINES & FORFEITURES		962.61	
COSTS OF COURT FEES		486.41	
COURTHOUSE SECURITY FEE		1,961.19	
JAIL ADMISSION FEE		98.75	
COMMONWEALTH'S ATTORNEY		55.94	
COMMONWEALTH'S ATTORNEY FOIA REQ. FEES		737.00	
INTEREST ON BANK DEPOSITS		8,682.52	
RENT-GENERAL PROPERTY		1,602.50	
RENT-PICKETT PROPERTY		26,637.50	
RENT-PICKETT PARK LODGE		18,394.00	
RENT-PICKETT OFFICERS CLUB		2,005.00	
SBI RENT		779.54	
RECOVERD ADVERTISING COSTS ON DEL. TAXES		852.40	
MISCELLANEOUS UNDEFINED		22,403.38	
REFUNDS & RECOVERIES/WELFARE		10.00	
DNA FEE		14.25	
MOPED ATV SALES TAX		524.30	
LIBRARY GRANTS		21,485.50	
MISCELLANEOUS LIBRARY		315.15	
GRANTOR'S TAX		3,465.84	
LOCAL SALES TAX		135,417.93	
REIMB: COMMONWEALTH ATTORNEY		18,607.53	
REIMB: SHERIFF		76,396.54	
REIMB: COMMISSIONER OF REVENUE		7,660.37	
REIMB: TREASURER		7,512.85	
REIMB: CLERK		18,565.97	
PUBLIC ASSISTANCE GRANTS		129,954.51	
PPTR REIMB. FROM COMMONWEALTH		787,342.55	
COMPREHENSIVE AT-RISK		30.00	
ADD BACK VOID CHECKS		562.50	
			4,596,172.77
			\$22,428,018.33
DISBURSEMENTS:			
WARRANTS/CHECKS	737,097.71		\$737,097.71
			\$21,690,920.62
BALANCE NOVEMBER 30, 2021			
	E911 SURCHARGE	\$299,560.76	

OFFICE OF THE TREASURER
NOTTOWAY COUNTY
P.O. BOX 85
NOTTOWAY, VIRGINIA 23955

ELLEN F. MYATT, TREASURER



MARGARET B. SPRINGSTON, DEPUTY

TELEPHONE (434) 645-9318

INVESTMENT REPORT

NOVEMBER 30, 2021

BALANCE OCTOBER 29, 2021 \$14,929,657.16

MONEY MARKET ACCOUNT \$10,538,560.70

CITIZENS BANK & TRUST \$10,538,560.70

CERTIFICATES OF DEPOSIT

CITIZENS BANK & TRUST	6/14/2022	3,500,000.00	
CITIZENS BANK & TRUST	9/13/2022	1,293,633.88	
CITIZENS BANK & TRUST	1/10/2022	1,500,000.00	
CITIZENS BANK & TRUST	1/10/2022	<u>100,000.00</u>	<u>\$6,393,633.88</u>

BALANCE NOVEMBER 30, 2021 \$16,932,194.58 \$16,932,194.58

OFFICE OF THE TREASURER
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P.O. BOX 85
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ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

LANDFILL FUND REPORT:

NOVEMBER 30, 2021

BALANCE OCTOBER 29, 2021 - \$475,912.32

RECEIPTS:

COMMUNICATIONS TAX	\$15,812.84	
UTILITY TAX	\$18,445.03	
USE OF LANDFILL	\$128,602.40	
		<u>\$162,860.27</u>
		-\$313,052.05

DISBURSEMENTS:

WARRANTS/CHECKS	\$97,540.68	<u>\$97,540.68</u>
BALANCE NOVEMBER 30, 2021		-\$410,592.73

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TELEPHONE (434) 645-9318

LOCAL SALES TAX DISTRIBUTION

NOVEMBER 30, 2021

TOWN OF BLACKSTONE	\$ 20,890.17
TOWN OF CREWE	\$ 16,096.20
TOWN OF BURKEVILLE	\$ 2,554.40
GENERAL FUND	<u>\$135,417.93</u>
	\$174,958.70

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TELEPHONE (434) 645-9318

LRA FUND- SALE OF PROPERTY

NOVEMBER 30, 2021

CITIZENS BANK--PICKETT PARK CD	06/05/2022	\$5,228,188.29
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BALANCE NOVEMBER 30, 2021

\$5,228,188.29

OFFICE OF THE TREASURER

NOTTOWAY COUNTY

P.O. BOX 85

NOTTOWAY, VA 23955

ELLEN F. MYATT, TREASURER

MARGARET B. SPRINGSTON, DEPUTY



TELEPHONE (434) 645-9318

SCHOOL FUND REPORT

NOVEMBER 30, 2021

BALANCE OCTOBER 29, 2021			\$176,871.38
RECEIPTS:			
CASH RECEIVED	\$2,018,981.94		
ADD BACK VOID CHECK	<u>\$125.42</u>		<u>\$2,019,107.36</u>
			\$2,195,978.74
DISBURSEMENTS:			
OPERATING EXPENSES	\$581,592.34		
PAYROLL/ACH DEBIT	\$1,549,257.24		
			<u>\$2,130,849.58</u>
BALANCE NOVEMBER 30, 2021			\$65,129.16

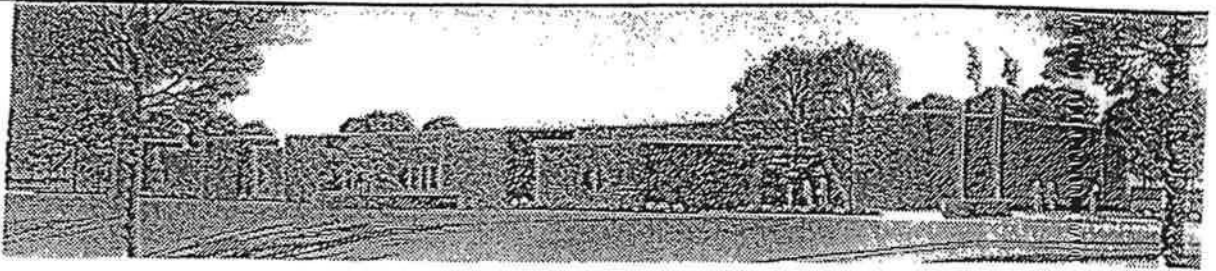
CAFETERIA FUND REPORT:

NOVEMBER 30, 2021

BALANCE OCTOBER 29, 2021			\$157,595.39
RECEIPTS:			
CASH RECEIVED	\$290,114.21		
			<u>\$290,114.21</u>
			\$447,709.60
DISBURSEMENTS:			
OPERATING EXPENSE	\$73,567.04		
PAYROLL/ACH DEBIT	\$41,661.89		
			<u>\$115,228.93</u>
BALANCE NOVEMBER 30, 2021			\$332,480.67

AMELIA—
NOTTOWAY
VOCATIONAL
CENTER

561-5081 or 645-7854



148 VO-TECH ROAD JETERSVILLE, VA 23083

FINANCIAL REPORT:

NOVEMBER 30, 2021

BALANCE ON OCTOBER 29, 2021

\$947,896.67

RECEIPTS:

DEPOSITS

5,454.54

INTEREST

8.02

5,462.56

\$953,359.23

DISBURSEMENTS:

DEBIT MEMOS

16,513.46

ACH PAYROLL

25,341.64

WARRANTS/CHECKS

17,797.49

SERVICE CHARGES

43.70

59,696.29

BALANCE NOVEMBER 30, 2021

\$893,662.94

INVESTMENT @ CITIZENS BANK & TRUST CO.

\$10,574.27